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2010 RENTAL INCOME SCHEDULE

We require the following records to accurately complete your Financial Accounts.

Name: IRD Number:

Home Phone No: Business Phone No:

Mobile Phone No: Fax Number:

Email: Balance Date:

1 Rental income

Address of property:

Total rental income earned (gross). \$

Number of months property was available for rent during year.

Please advise if you or any family members have been occupying or renting the property during the year.

2 Expenses

a Collection costs or number of kilometres driven to collect rents and service property.

b Commission / fees for property management.

c Home Office use (discuss any claim).

d Insurance.

e Interest cost (exclude principal content of loan repayment).

f Legal expenses - attach details.

g Rent paid for property (if subletting).

h Power.

i Rates (including water rates if applicable).

j Repairs and maintenance (please provide details).

k Telephone (discuss any claim).

l Other expenses - please provide details, e.g. advertising etc.

3 GST

a Are you registered for GST? If so, provide details (invoice, payments or hybrid basis?)

b (Monthly, 2-monthly or 6 monthly return periods?)

(Note: the supply of residential accommodation is exempt from GST)

4 Property details

If this is the first year you have owned or rented out the property, please also provide:

- a Cost of property.
- b Type of materials of building construction (e.g. brick, wood, etc).
- c Latest Government Valuation:
 - land,
 - buildings,
 - total,
 - date of valuation,
- d Copy of solicitor's settlement statement with purchase details.
- e Details of any chattels purchased (nature, cost, acquisition date).

If additions or improvements have been made to the building during the year, please provide details (nature, cost, date completed/available for use).

5 Rental Expense Notes:

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