

TAX RETURN CHECKLIST



Rental
Property



PREPARE YOUR TAX RETURN

Steps

1 Book

- Book your appointment with us via phone, email or website
- Provide general information Following our prompts on our online booking system

[Click here for website booking.](#)

2 Gather

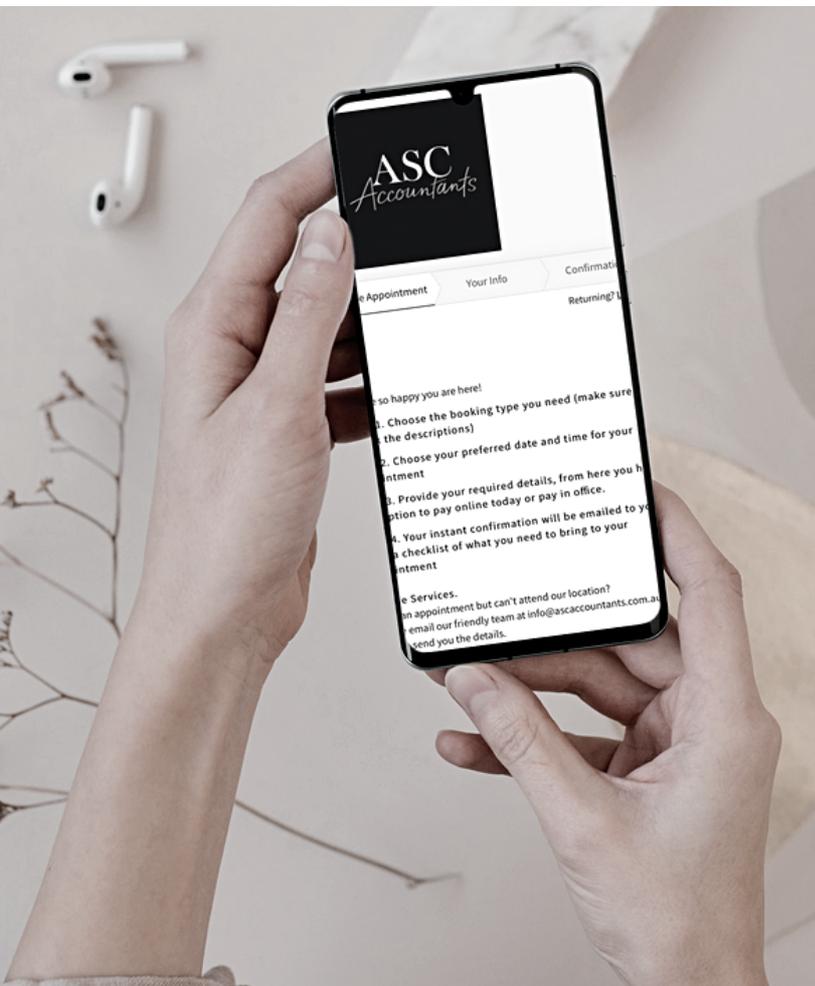
- Gather the information required as per this checklist

3 Meet and Greet

- Once we've reviewed all your information, we'll be ready for a chat to finalise your return and answer any tax-related questions you might have. We offer Email, Zoom, or phone call meetings

4 That's All

- After your tax return is finalised, we will send it to you for electronic signing - no printing required
- After you sign and pay our preparation fee, we will lodge your return to the Australian Taxation Office (ATO). The ATO will then process your return and any tax refund due will automatically be deposited into your nominated account



TAX RETURN CHECKLIST

RENTAL PROPERTY

INCOME:

- Rent Received
- Reimbursements received
- Any other rental-related income

DEDUCTIONS:

- Advertising
- Body Corporate Fees
- Borrowing Costs
- Capital Improvements
- Cleaning
- Council Rates
- Emergency Service Levy
- Gardening Insurance
- Land Tax
- Pest Control
- Plant and Equipment Purchases
- Repairs and Maintenance
- Water Rates

OTHER:

- Annual Property Agent Statement
- Depreciation Schedule
- Loan Statements
- Purchase and Sale Documents
- Rental Property Worksheet



Get in touch

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