

Residential Property Investor Tax Time Checklist

Don't miss out on any deductions this tax time and maximise your cash flow

INCOME (Where applicable)

PROPERTY INCOME

- ☐ Agents Annual Tax Statement
- ☐ Any other income – payouts, interest etc

DEDUCTIONS (Where Applicable)

ADMIN EXPENSES

- ☐ Applicable purchase or sales contracts
- ☐ Stationery
- ☐ Accountant / Tax Agent fees (new clients)
- ☐ Tax Depreciation Schedule Fees
- ☐ Legal Expenses
- ☐ Lease costs incl. preparation, registration, stamp duty

PROPERTY MANAGEMENT EXPENSES

- ☐ Advertising Property manager fees
- ☐ Agent administration costs

INSURANCES

- ☐ Landlord insurance
- ☐ Building / Contents Insurance
- ☐ Public liability insurance (if not already included in landlord policy)

DEPRECIATION

- ☐ Depreciation of Plant & Equipment
- ☐ Quantity Surveyors Report
- ☐ Copy of your last tax return (new clients)

OTHER EXPENSES

- ☐ Interest on Loan Statements
- ☐ Loan Fees
- ☐ Bank Charges

TAXES & CHARGES

- ☐ Council Rates
- ☐ Electricity / Gas Charges
- ☐ Water Charges
- ☐ Land Tax
- ☐ Bank Charges
- ☐ Strata / Body Corporate Fees

CAPITAL IMPROVEMENTS*

- ☐ Renovations
- ☐ Replaced assets / Extensions

REPAIRS & MAINTENANCE*

- ☐ Repairs for damage or wear and tear
- ☐ Maintenance to protect against deterioration
- ☐ Pest control, Garden, Lawn, Pool Care
- ☐ Cleaning
- ☐ Servicing costs - e.g., hot water service, Air Conditioning Units

***Please provide receipts for any Replaced Assets / Repairs & Maintenance or Improvement items over \$300**

Any questions?

Don't hesitate to contact us on 0431 259 476