

TEO PARTNERS

INVESTMENT PROPERTY INFORMATION CHECKLIST

Property Details

1. Address
2. Owners and ownership %age
3. Date of purchase
4. Purchase price
5. Date of first renting out
6. Number of weeks rented this year
7. Number of weeks available for rent this year
8. Please supply settlement sheets and purchase documents (if you acquired property during financial year)
9. Quantity Surveyor report for each property (if you acquired property during financial year)

Loan Details

1. Date of Loan
2. Loan Amount (please state if new or refinanced and whether 100% for the investment property)
3. Term of Loan
4. Interest paid
Loan paperwork that show cost of setting up loan, if new or refinanced, such as:
 - Loan establishment fee
 - Application fee
 - Mortgage stamp duty
 - Lender's mortgage insurance
 - Lender's legal costs
 - Title searches fee
 - Valuation expenses
 - Other costs and charges paid to bank

Income

1. Copy of real estate agent's annual rental summary, if available, for all rental properties
2. Other income received from tenant, insurance company etc.

Deductions

- | | |
|---------------------------|---------------------------------------|
| 1. Advertising for tenant | 10. Land tax |
| 2. Agent's fee/commission | 11. Legal fees |
| 3. Bank fees | 12. Pest control |
| 4. Body corporate fees | 13. Repairs |
| 5. Cleaning | 14. Telephone, postage and stationery |
| 6. Council rates | 15. Travel for inspection |
| 7. Gardening and mowing | 16. Water rates |
| 8. Insurance | 17. Quantity surveyor report |
| 9. Interest | 18. Cost of managing tax affair |

Other Deductions

We will interview you to determine if you have any other not so obvious deductions.