



Please complete a Rental Supplement for each property you own

Name

Year Ended

Address of the Property

NB: New rules came into effect from 1/4/2013 with regards to the Mixed Use of Assets.

More information is now required to correctly calculate the Income and Expenses to be included in a tax return.

Information to send :

1. Did you receive rental income or have expenses for the year?

No Yes
☐ ☐

Details of income & expenses
or Property Managers report
or complete Table A below

2. Was the property available to be rented?

No Yes
☐ ☐

No of weeks available _____

3. Did you carry out repairs prior to the property being rented?

No Yes
☐ ☐

Invoices or details of repairs over \$500

4. Was the property vacant during the year?

No Yes
☐ ☐

No of days _____

5. Was the property used privately during the period?
(by you, your family or associated persons, even if charged rent)

No Yes
☐ ☐

No of days _____

6. Was the property rented out for less than 80% of the
market rate to persons not associated to you?

No Yes
☐ ☐

No of days _____

7. Have you purchased fixed assets during the year over
\$500 (GST exclusive)?

No Yes
☐ ☐

Copies of invoices
Complete Table C

8. Was the rental property purchased or sold during the year?

No Yes
☐ ☐

Legal documentation
Settlement Statement
Sale and purchase agreement
Valuation report
Chattels report or complete Table B

9. Was the sale or purchase made to/from a related entity?

No Yes
☐ ☐

Details of the relationship

Table A - Rental income & expenses

Rental income for the year	
Rental expenses	
Advertising	
Agent fees	
Body corporate fees	
Insurance	
Interest on mortgage	
Lawns and gardening	
Motor vehicle use for rent collection or maintenance	(no of kms)
Rates	
Repairs and Maintenance	
Other _____	
Other _____	
Other _____	

Table B - Chattels report (only applies to first year of rental property)

If you do not have a chattels report for the various items listed below, please provide details of the items and your own assessment of their value as second hand items.

Carpets	\$	Light Fittings	\$
Clothes Dryer	\$	Refrigerators	\$
Curtains/Drapes	\$	Stoves	\$
Dishwashers	\$	Televisions	\$
Freezers	\$	Vacuum Cleaners	\$
Furniture (loose)	\$	Washing Machines	\$
Heaters	\$	Water Heaters	\$
Heatpumps	\$	Other: _____	\$

Table C - Fixed Assets / Chattel - Purchases or Sales

Provide details of any fixed assets purchased, sold or traded in during the year.

Advise when the new fixed assets purchased were available for use.

Supply copy of invoices, finance documents if acquired via hire purchase, lease or loan.

[illegible]