

Please use the following list as a guide for rental property supporting documentation.

Rental Income:

- Records of cash payments (receipts)
- Real estate rental summaries
- Bank statements

Other Rental Related Income:

- Insurance proceeds
- Bond recovery

Expenses:

- Advertising
- Body corporate fees and charges
- Borrowing expenses
- Cleaning expenses
- Council rates
- Depreciation
 - Quantity surveyor reports (e.g., BMT Reports)
 - Furniture & appliances invoices
- Gardening & lawn expenses
- Insurance expenses
- Interest on Loans
 - Bank statement showing interest for the year
- Land tax
- Legal expenses
- Pest control
- Property agent fees / commissions
- Repairs and maintenance
 - Costs incurred to restore or maintain the property
- Capital works expenses
 - Renovations
 - Improvements to the property
- Stationary, telephone, and postage expenses
- Travel expenses
- Water charges
- Other expenses related to operating the rental property