



Rental Property Questionnaire

Taxpayer's name _____

Tax file number _____

Year ended _____

Address of Property _____

1. Who are the legal owners of the rental property?

(i.e., the legal owners on the title or deed)

1 _____ 2 _____

3 _____ 4 _____

2. Have the expenses and income in relation to the property been distributed to the owners in a different proportion to their legal ownership in the rental property?

YES/NO

If **yes**, please provide reasons why the percentage of expenses and income differ from the legal ownership:

3. When was the rental property first available for rental purposes? ____ / ____ / ____

4. When was the property first used for rental purposes? ____ / ____ / ____

5. How many weeks was the property not rented? _____ Weeks

P: 9548 1589



hilarywijeratne.com.au
hilary@hilarywijeratne.com.au



Suite 3 - 4
99 Lightwood Road,
Springvale VIC 3171



Tax agent
59754004



6. If the property was vacant during the year of income what steps were taken to find a tenant during this period? Do you have any evidence which supports the efforts taken to find a suitable tenant for your property?

(e.g., real estate agent listings, copies of advertisements)

7. Was the property rented to an owner, relative or associate of an owner?

YES/NO

If **yes**, please provide details of the tenant and their association with the owner(s) of the rental property:

8. Is the property being rented at less than the market rental value?

YES/NO

If **yes**, please provide reasons why the property is being rented at less than market value:

9. How did you determine the market rental value for the rental property?

(i.e., did you approach a real estate agent or property manager)

P: 9548 1589



hilarywijeratne.com.au
hilary@hilarywijeratne.com.au



Suite 3 - 4
99 Lightwood Road,
Springvale VIC 3171





10. Was the building constructed after 18th July 1985?

YES/NO

Do you have a depreciation report from a quantity surveyor?

YES/NO

If **no**, you may contact [Depreciator/BMT](#) or a qualified quantity surveyor to obtain a depreciation schedule

11. Has finance been obtained by any of the legal owners in order to secure an ownership interest in the rental property?

YES/NO

If **yes**, please provide details of the borrower and the amount under finance:

Borrower

Finance amount

1 _____

2 _____

3 _____

12. Was mortgage insurance paid in regards to the borrowing of funds?

YES/NO

If **yes**, please provide a copy of the loan approval documents.

P: 9548 1589



hilarywijeratne.com.au
hilary@hilarywijeratne.com.au



Suite 3 - 4
99 Lightwood Road,
Springvale VIC 3171





Taxpayer's rental property declaration

A. I confirm that I wish to make the above claim to my interest in the rental property that are correct on the basis that I have incurred the above income and expenses in deriving my assessable income and I have the necessary records to substantiate my claim;

B. My tax agent has explained to me the law as it relates to owning a rental property; and

C. I understand that if I have any further queries it is my responsibility to raise them with my tax agent or request a Private Binding Ruling from the ATO.

Signed

Dated

P: 9548 1589



hilarywijeratne.com.au
hilary@hilarywijeratne.com.au



Suite 3 - 4
99 Lightwood Road,
Springvale VIC 3171





HILARY WIJERATNE
PTY LTD

Rental Income and Expenditure Statement

For the period 1 July _____ to 30 June _____

Please complete this statement listing the total income and expenses of the rental property, not just your share.


Property Address _____

Income		\$
Gross rental income		_____
Other rental related income (e.g., insurance recoups)		_____
Total income		_____

Expenses		\$
Interest on mortgage	_____	
Agent management fees/commission	_____	
Agent inspection fees	_____	
Advertising	_____	
Bank charges	_____	
Borrowing expenses	_____	
Building & structural improvement write-off	_____	
Cleaning	_____	
Depreciation (attach a copy of schedule)	_____	
Insurance	_____	
Pest control	_____	
Postage and sundries	_____	
Gardening/lawn mowing	_____	
Rates: Council	_____	
Water	_____	
Land tax	_____	
Repairs and maintenance	_____	
Other rental expenses (please specify)	_____	
_____	_____	
_____	_____	
_____	_____	
Total Expenses:	_____	

Signed

Dated

P: 9548 1589 

hilarywijeratne.com.au
hilary@hilarywijeratne.com.au 

Suite 3 - 4
99 Lightwood Road,
Springvale VIC 3171 