



2016 Rental Income Schedule

Period Covered: 1 April 2015 to 31 March 2016

TAX EXPERTS LIMITED
CHARTERED ACCOUNTANTS

Client Details

Name of Client _____

Balance Date 01 April 2015 to 31 March 2016 _____

IRD Number _____

Contact Details – to ensure we have up to date records, please complete the following Preferred contact method

Business Phone _____

Fax _____

Home Phone _____

Cell Phone _____

Email _____

Postal Address _____

Street Address _____

Property Address _____



Authority to obtain information from Third Parties

**TO: Tax Experts Limited
Chartered Accountants
Level 1, 208 Great South Road
Papatoetoe, Auckland 2025**

We confirm that Tax Experts Limited, Chartered Accountants are authorised to act on our behalf. We understand that from time to time you will be required to provide, discuss and/or obtain information concerning our affairs in order to carry out work undertaken on our behalf.

Accordingly, we authorise you to obtain, discuss and/or provide information to such third parties as is necessary to carry out your work for us.

Tax Experts Limited, Chartered Accountants are authorised to access, discuss, obtain information for all tax types and to communicate with the Inland Revenue Department (“IRD”) by any method of communication on my behalf and to disclose relevant information regarding my taxation affairs to the IRD.

We authorise the IRD for all purposes under the Privacy Act 1993, the Tax Administration Act 1994 and any other law relating to privacy, do disclose to Tax Experts Limited, Chartered Accountants by any method of communication such information regarding our taxation affairs as Tax Experts Limited, Chartered Accountants may request from time to time.

Further, this authority without limitation applies to the Inland Revenue Department (including child support), Income Support, banks, finance companies, investment advisers, insurers, Lawyers, Solicitors, Statistics Department and the Companies Office and specifically to access and update the company details on Companies Office register.

Signature

Name

Date

	Particulars	Amount
1	Rental Income	
	Total Rental Income earned (Gross)	\$ _____
	Number of months property available for rent during the year	_____
2	Expenses	
	Advertising Expenses	\$ _____
	Accountancy Fees	\$ _____
	Bank Charges	\$ _____
	Body Corporate Expenses	\$ _____
	Commission / Property Management Fees	\$ _____
	Cleaning Expenses / Pest Control	\$ _____
	Gardening Expenses	\$ _____
	Home office Use (Refer below)	\$ _____
	Insurance – Contents (for Rental Property only)	\$ _____
	Insurance – House (for Rental Property only)	\$ _____
	Mortgage repayment Insurance (for mortgage on Rental)	\$ _____
	Interest Cost (exclude principal content of loan repayment)	\$ _____
	Leasehold Costs	\$ _____
	Legal Expenses – attach details	\$ _____
	Power (for Rental Property only)	\$ _____
	Rates (including Water Rates if applicable)	\$ _____
	Repairs & Maintenance (please provide details)	\$ _____
	Telephone / Cell phone (please provide details)	\$ _____
	Travelling Expenses (please provide details of mileage)	\$ _____
	Valuation Fees Paid	\$ _____
	Other Expenses (please provide details)	\$ _____
	<i>(Please provide Bank Statements, Cashbook, USB Drive if you operate a dedicated property investment account)</i>	

	Particulars	Amount
3	<p>Market Value of Properties</p> <p>Property Address _____</p> <p>Present Market Value</p>	
4	<p>Bank/Loan Balances</p> <p>Name of Bank _____</p> <p>Bank Balance as at 31 March 2016</p> <p>Loan Balances as at 31 March 2016</p> <p><i>(Please provide copies of the Bank Statements/Loan Statements as at 31 March 2016).</i></p>	
5	<p>GST</p> <p>Are you registered for GST? If so, provide details (Note: Supply of residential accommodation is exempt from GST)</p>	
6	<p>Property Details</p> <p>If this is the first year you have owned or rented out the property, please also provide:</p> <ul style="list-style-type: none"> • Cost of Property \$ • Latest Government Valuation <ul style="list-style-type: none"> ■ Land & Buildings \$ ■ Chattels (Give the Break-up separately) \$ ■ Date of Valuation _____ • Copy of solicitors' settlement statement with purchase details 	
7	<p>Any Sale of Investment Property/Rental activity ceased</p> <p>If yes, please provide details</p>	

