



HELSTON & ASSOCIATES LTD

ACCOUNTING • TAXATION • BUSINESS CONSULTANTS

Client: _____

Contact Phone No: _____

Email Address: _____

INFORMATION REQUIRED TO PREPARE YOUR RENTAL SCHEDULES 2026

Address of Property _____

INCOME

\$

Total Rental Income _____

EXPENSES

\$

Accounting Fees _____

Advertising _____

Agent's/Management Fees _____

Bank Charges _____

Insurance _____

Legal Expenses _____

Interest _____

Power _____

Travel Costs (state no. of kms) _____ kms

Type of Vehicle: Petrol or Diesel Petrol Hybrid Electric

Rates _____

Repairs & Maintenance _____

Other (Specify) _____

New Assets Purchased

Please list each item and date purchased

PURCHASE OF NEW RENTAL PROPERTY

Property Address: _____

Date Purchased: _____ Purchase Price: \$ _____

Date available for rental: _____

Please supply:

- Sale and purchase agreement
- Details of expenses incurred to make property available for rental
- Valuation of property if one was obtained (or rates demand)
- Valuation of chattels, if available
- Solicitor's statements for purchase
- Solicitor's fee invoice

SALE OF RENTAL PROPERTY (If sold in this tax year)

Property Address: _____

Date of Sale: _____ Selling Price: \$ _____

Please supply:

- Sale and purchase agreement
- Solicitor's settlement statements
- Solicitor's fee invoice

I authorise you to prepare financial statements from the information and records I have supplied to you. I advise you not to complete an audit or review. I accept responsibility for the accuracy and completeness of all records and information supplied to you.

Information and Signing Authorisation

I authorise Helston & Associates Limited to obtain any information and sign any Returns on my behalf, regarding my tax affairs.

Name: Signed:

Date: