

INVESTOR CHECKLIST

End of financial year property tax

Items to gather before lodging your investor return. Helps your accountant maximise every legitimate deduction.

Income and loan documents

- Annual rental statement from property manager**
Gross rent, management fees, expenses paid on your behalf during the year.
- Loan interest summary from your lender**
Year-end statement showing interest paid for 1 July to 30 June. Loan management fees included.

Operating expenses

- Council and water rates**
All four quarters. Note any periods that span financial years.
- Insurance premiums (building and landlord)**
Both deductible. Save the renewal notice or invoice.
- Body corporate / strata levies**
Standard levies are deductible; capital improvement levies typically are not.
- Repairs and maintenance receipts**
Repairs vs. capital improvements treated differently. Keep both, your accountant will sort.

Tax-position items

- Quantity surveyor depreciation schedule**
If you have one, the current year's claim is in there. If not, may be worth ordering.
- Borrowing expenses**
Loan establishment fees, mortgage insurance and similar costs deductible over five years.
- Capital improvements list**
Anything that materially improved the property. Adds to CGT cost base; new depreciation schedule.
- Land tax assessment**
If applicable in your state. Deductible against the rental income.
- Any property bought or sold during the year**
Settlement statements for both. CGT requires cost base, sale proceeds, and date held.