

SELF ASSESSMENT RESIDENTIAL INVESTMENT PROPERTIES ONLY

\$250 + GST

How to: to complete these forms simply click the grey box and type your response.

1. Your Details

Full Name of Owner(s):

Full name of the owners as it appears on the Contract of Sale.

Postal Address:

Suburb:

State or Territory:

Postcode:

This is your residential address, for future correspondence.

Phone (h):

Mobile:

Email:

Please provide your contact details, for future correspondence.

2. Investment Property Details

Investment Property Address:

Suburb:

State or Territory:

Postcode:

Type of Property (Eg. Unit, Home, Townhouse, Villa, Duplex, Granny Flat etc):

Is the property New or Existing: NEW/EXISTING

IF EXISTING:

Age of the property:

Purchase Price:

Legal Costs:

Stamp duty costs:

Building Costs (if known):

IF NEW:

Did you build the property: YES/NO

IF YES:

Land Cost:

Build cost:

Build completion date:

Copy of build contract (please attach if available):

IF NO:

Purchase Price:

Legal costs:

Stamp duty costs:

Age of the property is the approximate age from the time it was completed to today's date, eg. 10 years old. Purchase price is the amount stated within the contract. Legal costs are conveyancing fees associated with your purchase. Stamp duty is the stamp duty payable to the Office of State Revenue. Building cost is the construction cost including architectural fees, engineering fees etc.

3. Key Dates

Date of exchange:

This is the date that the contract for the property was signed.

Date of settlement:

This is the date that you took ownership of the property.

Date of first lease/Schedule start date:

Date of first lease: If the property was bought as an investment property and it was available for rent from the date of settlement, then the date of first lease would be the same as the date of settlement.

If you lived in the property prior to renting it out, then the date of first lease would be the date that the property became available for rent (ie. you signed an agency agreement or you advertised it for rent).

If you require your schedule to be back dated, please insert the date that you would like the schedule to commence. Remember, this date must be the date at which the property was available for rent. This question is compulsory for completing your depreciation schedule- schedules can only be back dated 2 financial years.

4. Building Details

Type of Construction (Eg. Brick veneer, full brick, weatherboard, mud brick etc):

Standard of Finish (Eg. Basic, Good, High, Luxury):

Look at items such as appliances, kitchens, bathrooms and integral finishes. Are they basic, good quality or luxury items?

Number of floors in the building:

Is the building part of a complex? Yes No

Number of Units/Villas/Townhouses in the complex:

Describe the size of the building. Number of storeys is how many levels are in the entire building. i.e. In the house or the entire unit block.

5. Renovations (if none, go to section 6)

Details of renovations and improvements (if more than 3 items please attach spreadsheet to application form):

ITEM	DATE	COST

Renovations carried by yourself or that you think have been completed since 27 Feb 1992 - (if possible - include dates and your best estimate of likely costs. A typical response may be as follows:

Item	Date	Cost
Repainted unit	2002	\$2,600
New carpet	2001	\$2,150

6. Furnishings (if none go to section 7)

Is the property furnished? Please provide a list of items (if more than 3 items please attach spreadsheet to application form):

INVENTORY	DATE	COST

Provide a list of furniture items and fittings (inventory list). Your managing agent should have a copy of this, which will be signed by your tenants upon acceptance of the lease agreement. Also provide brands and approximate costs of the items (if known). Furnished items refer to items such as TV's, lounge suites, cutlery, crockery etc. Example below:

<i>Inventory</i>	<i>Date</i>	<i>Cost</i>
<i>TV</i>	<i>2002</i>	<i>\$500</i>
<i>Fridge</i>	<i>2005</i>	<i>\$1500</i>

7. Strata Plan – for properties within a complex only

Do you have a copy of the Strata Plan? Yes No (if yes please attached separately)

This is applicable to units, townhouses and villas. The strata plan is a document highlighting your particular entitlement amongst the entire development. It also has a layout of your particular property.

8. Optional Extra's

Would you like a copy of the report mailed to you for an additional \$15.00 + GST?

You will receive a colour bound copy of your report. This incurs an additional cost of \$15.00 +GST for printing and postage. All reports are sent via email free of charge.

9. General Information

How did you hear about myDepreciation.com.au?

Any further comments or information deemed relevant.

Additional Comments:

Please continue to the following pages for the property checklist. To complete this checklist you will need a more extensive knowledge of the details of your investment property.

PROPERTY CHECKLIST

Please select the services applicable to your property for each section.

1. Property Description – please advise the number of each type of room

ROOM TYPE	NUMBER OF ROOMS
-----------	-----------------

Bedroom(s):
 Lounge Room(s):
 Family/Rumpus Room(s):
 Dining Room(s):
 Kitchen(s):
 Laundry(s):
 Bathroom(s):
 Ensuite(s):
 Walk in robe(s):
 Garage(s):
 Basement Parking:
 Carport(s):
 Veranda(s):
 External Pergola(s):

Any other rooms? Yes No
 Please specify in detail:

Be sure to indicate the number of rooms for each type of room listed. If none, indicate with a 0 or n/a.

2. Hydraulic Services (Plumbing Drainage and Gas-Fitting)

Hot water service (select one): Gas Electric Solar

Are there any pumps on the property? Yes No

Please specify in detail:

Number of pumps:

Ducted Gas Heating: Yes No

3. Air-conditioning

Ducted air-conditioning: Yes No

Split System Air-conditioning: Yes No

Number of Split System Air-conditioners:

Room/Window Mounted Air-conditioning: Yes No

Number of Room/Window Mounted Air-conditioners:

4. Security

Intercom: Yes No
 What type of intercom?

Is the intercom audio or video enabled? Also list the brand if available.

Ducted Vacuum System: Yes No

Burglar/Alarm System: Yes No

Access Control System: Yes No

Does your property have a system which restricts the ability to access the property? i.e using or entering the property.

5. Fire Services

Hydrant booster pump: Yes No

Fire Alarm – Bell:
 Number of Fire alarm bells: Yes No

Fire indicator panel (FIP): Yes No

Emergency warden intercom speakers: Yes No

Fire hose reels & nozzles: Yes No

Fire alarm – heat/smoke: Yes No

Fire Extinguishers:
 Number of Fire Extinguishers: Yes No

Smoke Detectors:
 Number of Smoke Detectors: Yes No

6. Electrical Services

Closed Circuit Television System (CCTV): Yes No

Television Antennas - Freestanding: Yes No

Telephones:
 Number of telephones: Yes No

Ceiling Fans:
 Number of ceiling fans: Yes No

Light Fittings:
 Number of light fittings: Yes No

7. Bedroom Accessories

Built in wardrobes: Yes No
 Number of built in wardrobes:

Be sure to specify the number of built in wardrobes in your property and which bedrooms they are located in. EG. Master bedroom – 1 wardrobe – double door, Spare bedroom – 1 wardrobe – walk in.

8. Kitchen

Type of Bench top: Granite Reconstituted Stone Laminate Timber Other
 If other please speify:

Cooktop: Yes No Brand:
 Type of Cooktop (gas/electric/ceramic/induction):

Underbench wall/oven: Yes No Brand:

Upright Stove: Yes No Brand:

Rangehood: Yes No Brand:

Dishwasher: Yes No Brand:

Electric Water Filter: Yes No Brand:

Garbage disposal (insinkerator): Yes No Brand:

Please be sure to specify the brand of each appliance if known.

9. Bathroom/Ensuite Accessories

Accessories freestanding: Yes No
 Detail of freestanding accessories:

This includes items such as shower caddies, soap holders, toilet brushes etc.

Shower curtains: Yes No

Exhaust Fans: Yes No

Stand alone exhaust fans as well as exhaust fans including combined lighting and heating.

Spa Bath: Yes No

Heated towel rails: Yes No

Any other comments

10. Laundry

Washing Machine: Yes No Brand: _____
 Electric Clothes Dryer: Yes No Brand: _____

11. Window Coverings

Property has blinds to windows: Yes No
 Type of blinds installed: Fabric Verticals Metal Venetians Block Out Screens
 Timber Verticals Roller Blinds Plantation Shutters
 Specify which rooms have blinds: _____
 Property has curtains to windows: Yes No
 Type of curtains installed: Lace Premade Curtains Custom Made Curtains
 Specify which rooms have curtains: _____

11. Floor Finishes

Carpet: Yes No
 Specify which rooms are carpeted: _____
 Vinyl: Yes No
 Specify which rooms have vinyl: _____
 Prefinished/Floating timber floors: Yes No
 Specify which rooms have timber floors: _____
 Tiles: Yes No
 Specify which rooms have tiles: _____
 Timber - polished: Yes No
 Specify which rooms have timber floors: _____

Solid timber floors are treated as part of the capital works allowance and are not treated as individual items of plant and equipment.

12. External Equipment

Tennis Court: Yes No
 Material on the tennis court: _____
 Swimming Pool: Yes No
 Method of heating: _____
 Spa: Yes No
 Method of heating: _____

Here, the term spa refers to an outdoor spa, often found adjacent to a pool, and NOT a spa bath.

- Sauna: Yes No
- Common BBQ area: Yes No
- Freestanding shed:
Approximate size of shed: Yes No
- Automatic Irrigation System: Yes No

Includes garden watering installations – control panels, pumps, timing devices etc.

- Solar Garden Lights: Yes No
- Motorised garage door/boom gate: Yes No
- Motorised pergola louvers: Yes No
- Motorised window shutters: Yes No
- Solar powered generating system:
If yes, approximate size and cost: Yes No
- Artificial grass
If yes, approximate sqm: Yes No

13. Common Area – for units/villas/townhouses only

- Gym: Yes No
- Cardiovascular Equipment: None 1 2 3 4 5 6 7 8 9 10+

Cardiovascular equipment includes exercise bikes treadmills, rowing machines etc.

- Resistance Equipment: None 1 2 3 4 5 6 7 8 9 10+

Resistance equipment refers to freestanding weight machines

- Elevators: None 1 2 3 4 5 6 7 8 9 10+
- Garbage Chute: Yes No

14. Attachments

- Additional files to be attached: Yes No

You can send furniture lists, floor plans, photos. All of these items will help with getting the most out of your tax depreciation schedule.

CREDIT CARD AUTHORISATION

Client Phone Number:

Client Investment Property Address:

Total Invoice Amount (inc GST):

1. Fee Proposal

A professional fee of \$250 + GST is applicable to this tax depreciation proposal, subject to the above noted information being provided by the owner.

2. Credit Card Details

Card Type: MasterCard: Visa:

Name on Card:

Card Number:

Expiry Date: /

CVN:

Print Name

Print Name

CLIENT AUTHORISATION

1. Authorisation

By submitting this form, you are confirming your acceptance of the terms and conditions as listed on www.mydepreciation.com.au and make all necessary enquiries as requested to complete the Tax Depreciation Schedule.

Should you wish to proceed, please sign below and email, fax or post this authorisation to our office with your application form.

Print Name

I Agree to the Terms and Conditions Yes

You're finished! Please review your checklist and ensure that the details provided are correct and as accurate as possible as your tax depreciation schedule will be based on the information provided on this checklist.

Thank you for completing our Economy Package application forms. You may submit them via email, fax or post using the contact details provided.

Please note that you will receive a confirmation SMS from MyDepreciation once your forms have been received.

For more information or to talk to an expert call us on: 1300 319 809

EMAIL: info@mydepreciation.com.au

FAX: 1300 558 231

POST: Level 57, MLC Centre
19 - 29 Martin Place
SYDNEY NSW 2000