

SELF ASSESSMENT RESIDENTIAL INVESTMENT PROPERTIES ONLY

\$439 + GST

How to complete these forms simply click 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 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 out by yourself or that you think have been completed since 27 Feb 1992 - (if renovations were done by you please include dates and costs Copies of receipts may be required. If done by previous owner please advise what was done and approx. date) A typical response may be as follows:

Item	Date	Cost
Repainted unit	July 2012	\$2,600
New carpet	April 2010	\$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 costs of the items (Receipts may be required). 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. General Information

How did you hear about myDepreciation.com.au?

Any further comments or information deemed relevant.

Additional Comments:

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
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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: [Click or tap here to enter text.](#)

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: Yes ☐ No ☐

Number of Fire alarm bells:

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: Yes ☐ No ☐

Number of Fire Extinguishers:

Smoke Detectors: Yes ☐ No ☐

Number of Smoke Detectors:

6. Electrical Services

Closed Circuit Television System (CCTV): Yes ☐ No ☐

Television Antennas - Freestanding: Yes ☐ No ☐

Telephones: Yes ☐ No ☐

Number of telephones:

Ceiling Fans: Yes ☐ No ☐

Number of ceiling fans:

Light Fittings: Yes ☐ No ☐

Number of light fittings:

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):

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 curtains to windows: Yes ☐ No ☐

Type of blinds installed: Fabric Verticals ☐ Metal Venetians ☐ Block Out Screens ☐
Timber Verticals ☐ Roller curtains ☐

Specify which rooms have curtains:

Property has curtains to windows: Yes ☐ No ☐

Type of curtains installed: Lace ☐ Premade Curtains ☐ Custom Made Curtains ☐

Specify which rooms have curtains:

12. 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.

13. 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: Yes ☐ No ☐
Approximate size of shed:

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 ☐

Artificial grass Yes ☐ No ☐
If yes, approximate sqm:

14. 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 ☐

15. 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 \$439.00 + \$43.90 GST = \$482.90 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:

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 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 via email or post using the contact details below.

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

For more information please call us on 1300 319 809

EMAIL info@mydepreciation.com.au

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