



2014 – 2015 YR –DOCUMENTS for TAX RETURN – RENTAL PROPERTY

NAME: _____ TFN: _____

e-mail: _____ Phone: _____

Occupation: _____

INCOME DOCUMENTS

- Payment Summary (s)
- Bank Statement (s)
- Dividend Statement (s)
- Agent Statements

EXPENSE / DEDUCTIONS DOCUMENTS

- Rates Notice(s)
- Travel
- Repairs and Maintenance
- Work Related Expenses
- Computer, Internet, Stationery
- Telephone
- Interest and dividend deductions
- Gifts or Donations
- Cost of Managing Tax Affairs
- Private Health Insurance
-
- Other Deductions

Total \$ for category

Basic rules and records you need to keep

Different rules apply to different deductions. For most work-related expenses, you must have written evidence to prove your claims if your total claims exceed \$300. The records you keep must prove the total amount, not just the amount over \$300.

Make sure all your receipts / tax invoices or copies are attached to this page