

KGA LIMITED

2010 Rental Income Questionnaire

Ensure this questionnaire is completed and included with your records that are sent to us
Please complete a separate questionnaire for each rental property

Client Name		Ph Home	
Address		Ph Business	
IRD Number		Ph Mobile	
Business Balance Date (put N/A if not in business)		Fax	
		Email	

Address of Property/ies

Rental Income	
Total rental income earned	\$ _____
Was the property available for rent for the entire year	<input type="checkbox"/> Yes <input type="checkbox"/> No

Expenses	
Commission / fees for property management	\$ _____
Insurance	\$ _____
Interest on mortgage	\$ _____
Legal expenses	\$ _____
Motor vehicle expenses or details on kilometres driven to collect rent and/or maintain property	\$ _____
Power	\$ _____
Rates (including water rates if applicable)	\$ _____
Rental collection costs	\$ _____
Repairs and maintenance	\$ _____
Other expenses including any additions to the property	\$ _____

Property Details	
If this is the first year you have owned the property, also provide:	
§ Solicitors Settlement Statement	<input type="checkbox"/>
§ Sale and Purchase Agreement	<input type="checkbox"/>
§ Loan details for property purchased	<input type="checkbox"/>
§ A copy of the latest Rateable Valuation	<input type="checkbox"/>
§ A list of Chattels and their value for properties bought or sold during the year	<input type="checkbox"/>