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END OF FINANCIAL YEAR PREPARATION



It is now only 4 weeks away from 30 June 2015, which poses the question “Are you prepared for the End Of Financial Year?”

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Did you know that items relating to your investment property are “**tax deductible**” so gather everything possible now to prepare what you need to provide to your accountant to claim towards your 2014-2015 Income Tax Return.

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Some things you might consider are:

- Monthly Rental Statements.
- Annual Income & Expenditure Statement.
- Copies of accounts; such as Rates, Water, Strata, Insurance & Repairs.
- Evidence of any Travel Expenses incurred by you to travel to and from the property to complete an inspection or similar.
- Bank statements confirming Financial Year Interest or bank fees paid. The interest is only accounts to fund the investment property.
- Legal Fees (if you have recently purchased a new property).
- Property Safe Risk Management Report.
- Tax Depreciation Schedule.

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Have you invested in a tax depreciation schedule which could save you thousands of dollars a year in tax deductions? We recommend BMT Quantity Surveyors or Capital Claims. There is an application form following for BMT Quantity Surveyors if you do not have one already. We strongly recommend this!

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It is also a wise time to be undertaking preventative repairs and maintenance, ask PMHQ to send a tradesman to fix anything possible that is required, this will **maximise the tax deductions that you can achieve**. By spending the money now to perform some small maintenance jobs that a tenant may not do so well, such as a top up of garden bark, some new plants, a lawn top dress or gutter cleaning. This is forward thinking and also ensures your Investment is of excellent quality year in year out, and you can claim this. We are here to help, so call us and we can arrange this prior to the end of financial year.

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You could even buy your tenants a gift voucher and a card; or surprise our office or your Property Manager with a little gift of appreciation to say thank you for their services. These would be both tax deductible.

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We hope we have assisted you in providing a checklist and a chance for you to review your position, and allow you to save tax dollars for this financial year rather than having to wait another year to get the benefit.

Central Coast Office: 11/8 Teamster Close, Tuggerah NSW 2259

East Maitland Office: 1/139 Newcastle Street, East Maitland NSW 2323

Brisbane Office: 1007 Stanley Street East, East Brisbane QLD 4169

Tax depreciation schedule Application form

BMT Tax Depreciation
QUANTITY SURVEYORS

t (02) 9241 6477 e info@bmtqs.com.au
f (02) 9241 6499 w www.bmtqs.com.au

PO Box N314 Grosvenor PI
Sydney NSW 1220

Tell us about you

Name	Name/s the schedule is to be made in		
Postal address	State	Postcode	
Email	Phone	Home	
How did you hear about BMT Property Management HQ			

Tell us about your investment property

Property type	<input type="checkbox"/> House	<input type="checkbox"/> Unit	<input type="checkbox"/> Other	Please specify other
Investment property address	State	Postcode		
Who we contact for access to the property	Contact number			

History of your investment property

Did you purchase an existing property or have one built?		<input type="checkbox"/> Purchased	<input type="checkbox"/> Built
Have you ever lived in this property? (please provide dates)	Construction cost (if known)	Construction completion date (if known)	
Purchase price (if purchased)	Settlement date (if purchased)	Is the property let furnished?	Land value at settlement date (if known)
Details, cost and dates of any renovations made after settlement		Details of any additional items purchased with the sale (eg furniture packs)	
Additional information you would like to tell us			

Accountant details

Accountant	Company
Phone	Email

Payment details

BMT Tax Depreciation is pleased to offer this service to Property Management HQ clients for a fee of **\$715 GST inclusive** where site inspection is required, or **\$385 GST inclusive** when plans and inclusions are provided. Normal fee is **\$770 GST inclusive**. Please specify your preferred payment method below.

Cheque or money order Mastercard Visa

Please charge my credit card, number	CCV numbers	
<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	
Name on card	Expiry date	Signature

This form may be returned to BMT via email, post or fax.
See terms of engagement on the BMT website for conditions of service.