

What you need to know about your Statement

YOUR LOCAL REAL ESTATE
 1 SMITH STREET SMITHFIELD ACT 2600
 Tel:(02) 9999 8888 Fax:(02) 9999 7777

Agents ABN
 Date of
 Statement
 Owners:
 Reference

Owner's Name
 & Address

Mr.A B Sample
 1 Sample Street
 Sample Suburb
 NSW 2000

Agent ABN: 32-456-812-986
 Owner Statement for
 Period Ending: 30/03/07
 Reference: SAMPLE
TAX INVOICE

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Tenant's Name
 & Rental
 property
 address

Rent payable
 per period.
 Eg. per week

Dates paid
 from and to
 Period Paid.
 Eg. 2 weeks

Disbursements
 Tenant Sundry
 Payments

Owner
 Charges as per
 Management
 Agreement

Owner Payment
 amount

One month
 Income &
 Expenditure
 Report

Details		Debit	Credit
BAY23/04 UNIT 4/23 BAY STREET SUMMER BAY NSW 2064			
MR.A B SAMPLE	101 Rent	480.00 W1 26/02/07 - 01/04/07	2400.00
	Part payment	\$460.00	
411	14/03/07 Strata Levies 01/4/07 - 30/06/07	STRATA PLAN 2065 (Includes \$14.18 GST)	156.00
202	23/03/07 Water Rates	SYDNEY WATER	108.00
334	30/03/07 Lock Repairs	O'BRIEN LOCKSMITHS PTY LTD (Includes \$8.91 GST)	98.00
Total for all properties		362.00	2400.00
412	Bank Charges	3.00	
481	*Management Fees	168.00	
483	*Postage & Sundries	6.35	
	Plus GST on items marked *	17.42	
	Transferred to your bank account	1843.23	
Payment Details: A B SAMPLE 536282915 032-244 WESTPAC HAY			
		2400.00	2400.00
MONTHLY INCOME AND EXPENDITURE SUMMARY			
Income			
101	Rent		2400.00
Total Income			2400.00
Expenditure			
202	Water Rates	108.00	
334	R & M - Locks & Cards	98.00	
411	Strata Levies	156.00	
412	Bank Charges	3.00	
419	GST on fees	17.42	
481	Management Fees	168.00	
483	Postage	6.35	
Total Expenditure		556.77	
Payment to Owner		1843.23	
		2400.00	2400.00

Credit:
 This is a
 part payment
 of rent.

This column
 reflects
 whether at
 any time,
 the tenant
 has paid
 other than
 a full period
 of rent.

The amount
 remains
 until the
 balance
 is paid.

Rent paid by
 tenant in
 this period