

RECORDS REQUIRED FOR ANNUAL ACCOUNTS
FOR YEAR ENDING 31 MARCH 2018

Re: Rental Property Investment

1. Rental Property

- Details of rentals received
- Details of property expenses
 - Rates
 - Insurance
 - Mortgage interest
 - Repairs & Maintenance
 - Advertising re tenants
 - Commission re management
 - Travel expenses (if applicable)
- Details of purchase of property (for new property investment)
 - Sale & Purchase agreement
 - Solicitors settlement statement
 - Mortgage details
- Mortgage statement for year
- Details of other income – Wages, interest, dividends etc