

How to Read And Understand Your Rental Statement

Statement Type: Details B

Property

4 Felgrove Street, Glendene, Auckland

Tenancy: (N/A)

1

Income

| Date | Type | Details | Transaction | Ref | Amount | Fees | GST | Total |
|---------------|-------|---------------------------------|-------------|------|-------------------|------------------|-----------------|-------------------|
| 4/3/13 | Rent | Simon Forres 20/2 to 19/2 | 10537 | AP04 | 800.00 | -80.00 | -12.00 | 708.00 |
| 4/3/13 | Recpt | Simon Forrest and Judy Brown () | 10538 | AP04 | 10.00 | 0.00 | 0.00 | 10.00 |
| 5/3/13 | Pay | Simon Forres 20/2 to 19/2 | 10594 | 331 | -800.00 | 80.00 | 12.00 | -708.00 |
| 11/3/13 | Rent | Simon Forres 20/2 to 19/2 | 10661 | AP11 | 800.00 | -80.00 | -12.00 | 708.00 |
| 11/3/13 | Recpt | Simon Forrest and Judy Brown () | 10662 | AP11 | 10.00 | 0.00 | 0.00 | 10.00 |
| 25/3/13 | Rent | Simon Forres 20/2 to 19/2 | 10896 | AP25 | 800.00 | -80.00 | -12.00 | 708.00 |
| 25/3/13 | Recpt | Simon Forrest and Judy Brown () | 10897 | AP25 | 10.00 | 0.00 | 0.00 | 10.00 |
| Totals | | | | | \$1,630.00 | -\$160.00 | -\$24.00 | \$1,446.00 |

Expenses

| Date | Type | Details | Transaction | Ref | Amount | Fees | GST | Total |
|---------------|------|-----------------|-------------|------|-----------------|----------------|----------------|-----------------|
| 11/3/13 | Inv | Foster Plumbing | 10899 | 2562 | -65.00 | -6.50 | -0.98 | -72.48 |
| Totals | | | | | -\$65.00 | -\$6.50 | -\$0.98 | -\$72.48 |

Payments

| Date | Type | Details | Transaction | Ref | Amount | Fees | GST | Total |
|---------------|------|-------------------------|-------------|------|------------------|---------------|---------------|------------------|
| 15/3/13 | Pay | Payment made to 'Owner' | 10900 | 2536 | -700.00 | 0.00 | 0.00 | -700.00 |
| Totals | | | | | -\$700.00 | \$0.00 | \$0.00 | -\$700.00 |

Cheque Enclosed **\$865.00 -\$166.50 -\$24.98 \$673.52**

All payments are made on working days as close to the 15th and 1st as possible.

Statement Summary

| | |
|-------------------------|-----------------|
| Opening Balance | \$0.00 |
| Total Income | \$1,630.00 |
| Total Fees On Income | -\$160.00 |
| Total Other Fees | -\$6.50 |
| Total GST | -\$24.98 |
| Total Expenses | -\$65.00 |
| Total Payments | -\$700.00 |
| Total Keep Back Amounts | \$0.00 |
| | \$673.52 |

1. Income: Shows the date of the transaction, what type of transaction i.e rent, who paid it in, what period it covers, the internal transaction number, the receipt reference, the amount paid and then the breakdown of the management fee and GST amounts.
2. Expenses: Shows the date of the transactions, what type of transaction i.e fees or invoice, the internal transaction number, the receipt reference the amount of the expense, then the fee breakdown and GST.
3. Payments: This will show any payments made out to you during the month but not including this month end payment.
4. Statement Summary: A quick summary of the whole month with regards to income and expenditure