

## Individual Investment Checklist

Please use this checklist to be prepared before coming in to prepare your tax return. This will help us complete your return as quickly as possible.

### 1. Shares

- Final and interim dividend statements
- Contract notes where shares have been purchased or sold. (where shares have been sold details of purchase need to be provided)

### 2. Investment Property

#### For each property owned

- Date property was purchased
- Number of weeks property was rented
- Copies of major asset purchases documents, tax invoices
- Rental statement from agent or rent received
- Copies of Depreciation Schedules
- Completed WBS Rental Property Summary Worksheet

**Please note, from 1 July 2017, travel expenses relating to a residential investment property are not deductible.**

#### Capital Gains/Losses

- Copies of Offer and Acceptances and Settlement documentation for property purchases and Sales

### 3. Other Investment Income

- Trust distribution statements
- Managed Fund investment annual statement
- Bank statements (interest received and fees)

### 4. Investment Related Deductions

- Trust distribution statements
- Interest on borrowing for investment purposes
- Asset purchase agreements
- Asset sale documents

### Did you complete your 2016/2017 Tax Return at WBS?

If **YES**, please provide the above information.

If **NO**, please provide the above information and the following:

- Last year's tax return
- Rental Property Depreciation Schedules
- Current Shares Held - Purchase Contracts
- Current Property Held - Settlement documentation

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