

## FULL INSPECTION APPLICATION

The cost of a FULL INSPECTION is \$550 + GST for residential properties only and covers all metropolitan areas. If you have a commercial or industrial property, please contact us for an obligation free quote.

ATDS Tax Depreciation Schedules are written based on the Diminishing Value Method, which highlights the depreciation of both the Plant and Equipment and Section 43 Capital Works.

Your report will contain the following information:

- ✓ A method statement
- ✓ Details derived from our site inspection
- ✓ A summary and detailed information for both methods of depreciation (prime cost and diminishing value)
- ✓ Low-value and low cost pooling legislation is used to accelerate deductions under the diminishing value method for all plant and equipment assets.
- ✓ Valid for the ATO specified life of the property – 40 years
- ✓ Graphical representation of yearly and cumulative claims
- ✓ Signed certification of the report by a qualified Quantity Surveyor



**RE: Tax Depreciation Schedule for an investment property:**

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**In order to carry out your depreciation schedule, could you please provide the following details.**

**Description of the property (select one):** Unit  | House  | Townhouse  | Villa  |

1. *Name of the property owner:*
2. *Address of the investment property:*
3. *Age of the property:*
4. *Any renovations (If yes, provide additional details):* Yes  No
5. *Is the property furnished? (If yes, provide additional details):* Yes  No
6. *A copy of the strata plan attached if available:* Yes  No
7. *A copy of the floor plans attached if available:* Yes  No
8. *Purchase price: \$*
9. *Build cost (if known - plus any additional items): \$*
10. *Legal costs associated with the purchase: \$*
11. *Stamp duty costs: \$*
12. *Date of exchange:*
13. *Date of settlement:*
14. *Date of first lease or schedule start date (if schedule is required to be back dated):*
15. *Your residential address:*
16. *Phone Number (h):*
17. *Email:*  
*(please provide your email address, as all reports are emailed)*
18. *Phone Number (w):*
19. *Mobile Number:*

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# Full Inspection Application - \$550 + GST

**How did you hear about A.T.D.S (select one):**

- **Word of mouth:** Referred by Accountant / Real estate agent / Family member / Friend / Colleague / Developer (please circle)
- **Online using search engine:** Google / Yahoo / Sensis / MSN / Windows Live / Yellow Pages online / Link from another website (please circle)
- **Traditional Media:** Yellow Pages book / Newspaper article / Magazine article / Brochure / Radio (please circle)

**Our fee includes for a site visit, which is to be arranged through the following Agent (Property Manager):**

Agent	
Contact	
Phone	
Facsimile	
Email	
Address	

**Our fees to carry out the schedule are listed below:**

## Site Visit

**To carry out the above services, our fee would be: \$550.00 plus \$55.00 GST, totalling \$605.00 GST Inclusive.**

**Please complete the above form and forward it to our Head Office via:**

**Email : [info@austtaxonline.com.au](mailto:info@austtaxonline.com.au)**

**Post: via address below**

## National Headquarters

Level 29, Chifley Tower  
2 Chifley Square  
Sydney NSW 2000

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## Attachments

Additional files to be attached? Yes  No

*(You can send furniture lists, floor plans, photos. All of these items help with creating your tax depreciation schedule.)*

## Payment Terms & Client Authorisation

Payment for your depreciation schedule must be made upfront and before the report can be released. Please continue to the Credit Card Authorisation form on page 5 to make payment via credit card. Alternatively payment can be made upon receipt of your invoice via B-Pay or Direct Deposit .

To complete your application process, please sign the client authorisation on page 6 and forward the forms to our head office as per the request detailed on page 3 of this application form.

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CLIENT'S PHONE NUMBER:

CLIENT'S INVESTMENT PROPERTY ADDRESS:

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## Client Authorisation

Should you wish to proceed, please sign below, confirming your acceptance of the terms and conditions as listed on [www.austtaxonline.com.au](http://www.austtaxonline.com.au) and email or post it to our office

Email: [info@austtaxonline.com.au](mailto:info@austtaxonline.com.au)

Assuring you our best attention at all times.

**Total Invoice Amount inc GST: \$**

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Credit Card Type – please tick

Master Card:       Visa Card:

Credit Card Number:

Expiry Date:

/

Credit Card Verification Number:

**What is a Card Verification Number (CVN)?** This is a 3 digit code that provides extra security for online payments. For Visa, MasterCard and Diners, this is the last 3 digits on the back of the signature panel.

Name on Card:

Authorisation Signature:

**Australian Tax Depreciation Services Pty Limited**

abn | 28 105 828 448

email | [info@austtaxonline.com.au](mailto:info@austtaxonline.com.au)

P: 1300 557 342

[www.austtaxonline.com.au](http://www.austtaxonline.com.au)

**Office USE ONLY**

Date Received: ...../...../.....

Time Received: .....

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## Client Authorisation

**Should you wish to proceed, please sign below, confirming your acceptance of the terms and conditions and email, fax or post it to our office with pages 1 – 5**

Assuring you our best attention at all times.

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### AUTHORISATION

I/We the undersigned hereby accept the fees and hereby authorise Australian Tax Depreciation Services to locate construction documents, make all necessary enquiries and to access the property as required to complete the Tax Depreciation Schedule.

.....  
Signed & Accepted by:

Date

Thank you for completing our **FULL INSPECTION APPLICATION** form.

For fastest turn around time, please **submit your forms** to our head office via email

**EMAIL**

info@austtaxonline.com.au

**PHONE**

1300 557 342

Forms can also be submitted by post to:

**National Headquarters**

Level 29, Chifley Tower 2  
Chifley Square Sydney,  
NSW 2000

Once we have received your forms, you will be sent a confirmation SMS.

For more information or to talk to an expert please give us a call:

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