

**STEPHEN J. PITNEY & ASSOCIATES PTY. LTD.**

QUANTITY SURVEYORS

ABN 94 076 887 968

56 CONNELL STREET
HAWTHORN VIC. 3122

Registered Company Tax Agent No. 03666 008

Tel. 03 9819 6999
pitney@pitneyqs.com.au

REQUEST TO PREPARE SCHEDULE OF TAX DEPRECIATION ALLOWANCES

Property Address:	
Suburb	

Name of Owner / Client :	
Address:	
Telephone Nos.:	
Email :	

Agent or Tenants Name:	
Telephone Number:	

To complete the Schedule, please provide the following documents (if available):

* Note: Usually in Sales Contract

OR	1 PURCHASED PROPERTY	1. "Particulars of Sale" in Contract	*
		2. Title and / or Unit Entitlements	*
		3. Council Rates Notice	*
		4. Council letter regarding Permit Dates	*
		5. Building Permit	*
		6. Occupancy Permit	
		7. Stamp Duty cost	\$
		8. Expenditure made after acquisition	eg. Curtains / blinds
		9. Floor Plan and Elevations	May be available from Council
		2. CONSTRUCTED PROPERTY	1. Final Contract Sum and Trade Break-up
		2. Professional Fees (architect, Engineer, etc..)	
		3. Authority Fees & Sundry Costs	
		4. Date of Contract Commencement	
	5. Completion Date (Certificate of Occupancy)		
	6. Floor Plans and Elevations		

<u>Acceptance of Offer:</u>		<i>Offer Expires 31 Dec 2016</i>
I / we hereby request that Stephen J. Pitney & Associates Pty. Ltd. prepare a Schedule of Depreciation and Capital Building Work allowances available for the acquisition of the above property.		
The following fees apply as appropriate for typical properties:		within 10km Metropolitan area (add \$1/km extra)
	1 Simple Unit, Apartment or flat	\$600 + GST
	2 Standard house, two level townhouse	\$750 + GST
	3 Large House / Unit in large multi residential development with basement & common areas	\$950 + GST
	4 Small Factories & Shops	\$ 1,500 + GST
	Additional \$80+gst to measure building and draw floor plans, if not provided	<i>Offer Expires 30 June 2017</i>
		Terms of payment : 14 days from completion
Signed:		
Date:		