



HOSTKEEP  
PROPERTY MANAGEMENT

## MONTHLY PROPERTY REPORT

Reporting Month **April 2016**

Property **LATTE**

Address **84 Moor Street, Fitzroy, VIC, 3065, Australia**

Management Fee **18%**  
(Inc. linen fees, if applicable)

### GUEST STAYS

Check-In Date	Guest	Portal	Nights	Gross Amount	Cleaning Fee	Net Amount	Management Fee
29/04/2016	Karen Herbert	Airbnb	2	\$397.00	\$0.00	\$397.00	\$71.46
24/04/2016	Landers Boyd	Airbnb	3	\$436.00	\$86.00	\$350.00	\$63.00
22/04/2016	Helen Fisher	Airbnb	2	\$348.00	\$85.00	\$263.00	\$47.34
18/04/2016	Janet Brodie	Airbnb	4	\$651.00	\$85.00	\$566.00	\$101.88
13/04/2016	Paul Cartwright	Airbnb	2	\$369.00	\$86.00	\$283.00	\$50.94
8/4/2016	Jevon Williams	Airbnb	2	\$362.00	\$86.00	\$276.00	\$49.68
1/4/2016	Morten Bonde	Airbnb	3	\$547.00	\$86.00	\$461.00	\$82.98
<b>Total</b>			<b>18</b>	<b>\$3,110.00</b>	<b>\$514.00</b>	<b>\$2,596.00</b>	<b>\$467.28</b>

### CONSUMABLES & OTHER EXPENSES

Items	Unit Price	Units	Amount	GST
Kitchen Tidy Rubbish Bags (30 pack)	\$4.68	1	\$4.68	\$0.47
Kitchen Tidy Rubbish Bags Medium (50 pack)	\$3.60	1	\$3.60	\$0.36
Dish Sponge	\$1.00	1	\$1.00	\$0.10
Body Wash 500ml	\$10.95	1	\$10.95	\$1.10
Toilet Paper Roll	\$1.20	12	\$14.40	\$1.44
Tissues	\$3.42	1	\$3.42	\$0.34
<b>Total</b>			<b>\$38.05</b>	<b>\$3.81</b>

### SUMMARY

Items	Income	Expenses	GST
Guest Bookings	\$3,110.00		
Cleaning Fee		(\$514.00)	(\$51.40)
Management Fee		(\$467.28)	(\$46.73)
Consumables & Other Expenses		(\$38.05)	(\$3.81)
<b>Total</b>	<b>\$3,110.00</b>	<b>(\$1,019.33)</b>	<b>(\$101.93)</b>
<b>Total Paid</b>			<b>\$1,988.74</b>

### NOTES

Tax invoice for Helen (helenbridie@bigpond.com) | HostKeep ABN 20 606 153 646