



HOSTKEEP  
PROPERTY MANAGEMENT

# MONTHLY PROPERTY REPORT

Reporting Month **March 2016**  
Property **FLORETTE**  
Address **308/176 Argyle Street, Fitzroy, Victoria, Australia**  
Management Fee **15%**  
(Inc. linen fees, if applicable)

## GUEST STAYS

Check-In Date	Guest	Portal	Nights	Gross Amount	Cleaning Fee	Net Amount	Management Fee
16/03/2016	Areeya L	Airbnb	5	\$972.00	\$66.00	\$906.00	\$135.90
11/03/2016	Fiona Lie	Airbnb	2	\$477.00	\$60.00	\$417.00	\$62.55
24/03/2016	Katie Hartnup	Airbnb	5	\$1,054.00	\$65.00	\$989.00	\$148.35
30/03/2016	Michelle Rouffer	Airbnb	3	\$530.00	\$66.00	\$464.00	\$69.60
04/03/2016	Sharon Chen	Airbnb	5	\$1,028.00	\$65.00	\$963.00	\$144.45
Total			20	\$4,061.00	\$322.00	\$3,739.00	\$560.85

## CONSUMABLES & OTHER EXPENSES

Items	Unit Price	Units	Subtotal	GST
Full Cream Long Life Milk 200mL (6 pack)	\$4.80	1	\$4.80	\$0.00
Body Wash 500ml	\$10.95	1	\$10.95	\$1.10
Toilet Paper Roll	\$1.20	6	\$7.20	\$0.72
Total			\$22.95	\$1.82

## SUMMARY

Items	Income	Expenses	GST
Guest Bookings	\$4,061.00		
Cleaning Fee		(\$322.00)	(\$32.20)
Management Fee		(\$560.85)	(\$56.09)
Consumables & Other Expenses		(\$22.95)	(\$1.82)
Total	\$4,061.00	(\$905.80)	(\$90.10)
Total Paid			\$3,065.10

## NOTES

1) Reissued 07/04 due to GST reporting error