



HOSTKEEP
PROPERTY MANAGEMENT

MONTHLY PROPERTY REPORT

Reporting Month **April 2016**

Property **ESPRESSO**

Address **912 / 620 Collins Street, Melbourne, Victoria, Australia**

Management Fee **12%**
(Inc. linen fees, if applicable)

GUEST STAYS

Check-In Date	Guest	Portal	Nights	Gross Amount	Cleaning Fee	Net Amount	Management Fee
14/04/2016	Gary & Tracey	Airbnb	4	\$0.00	\$0.00	\$0.00	\$0.00
29/04/2016	Javin T	Airbnb	6	\$945.00	\$66.00	\$879.00	\$105.48
23/04/2016	Daniel Hassed	Airbnb	6	\$840.00	\$66.00	\$774.00	\$92.88
6/4/2016	Kate Mercer	Airbnb	5	\$747.00	\$66.00	\$681.00	\$81.72
31/03/2016	Laura Ross	Airbnb	6	\$1,021.00	\$66.00	\$955.00	\$114.60
Total			27	\$3,553.00	\$264.00	\$3,289.00	\$394.68

CONSUMABLES & OTHER EXPENSES

Items	Unit Price	Units	Amount	GST
Dishwasher Tablets (42 pack)	\$21.38	1	\$21.38	\$2.14
Toilet Cleaner 750mL	\$3.76	1	\$3.76	\$0.38
Netflix Subscription	\$7.95	1	\$7.95	\$0.00
Spray mop with replacement pad	\$49.00	1	\$49.00	\$4.90
Strawberry Jam	\$6.60	1	\$6.60	\$0.00
Full Cream Long Life Milk 200mL (6 pack)	\$4.80	1	\$4.80	\$0.00
Weetbix	\$4.50	1	\$4.50	\$0.00
Soy Long Life Milk 200mL (3 pack)	\$4.37	1	\$4.37	\$0.00
Muesli Clusters	\$6.92	1	\$6.92	\$0.00
Sea Salt with Grinder	\$3.77	1	\$3.77	\$0.00
Paper Towels	\$3.24	1	\$3.24	\$0.32
Aluminium Foil 5m	\$3.29	1	\$3.29	\$0.33
Body Wash 500ml	\$10.95	1	\$10.95	\$1.10
Hand Wash 500ml	\$10.95	1	\$10.95	\$1.10
Toilet Paper Roll	\$1.20	12	\$14.40	\$1.44
Total			\$155.88	\$11.70

SUMMARY

Items	Income	Expenses	GST
Guest Bookings	\$3,553.00		
Cleaning Fee		(\$264.00)	(\$26.40)
Management Fee		(\$394.68)	(\$39.47)
Consumables & Other Expenses		(\$155.88)	(\$11.70)
Total	\$3,553.00	(\$814.56)	(\$77.57)

Total Paid \$2,660.88

NOTES

1) Consumables cost higher than average month due to restock of items such as dishwashing tablets etc. and purchase of mop

Tax invoice for Helen (helen.darroch@gmail.com) | HostKeep ABN 20 606 153 646