



HOSTKEEP  
PROPERTY MANAGEMENT

# MONTHLY PROPERTY REPORT

Reporting Month **March 2016**

Property **SOAVE**

Address **805/252 City Road, Southbank, Victoria, 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
30/3/2016	Aima Zhu	Airbnb	5	\$654.00	\$66.00	\$588.00	\$105.84
9/3/2016	Alfred Lam	Airbnb	4	\$568.00	\$66.00	\$502.00	\$90.36
29/2/2016	Michael Tarrant	Airbnb	3	\$424.00	\$66.00	\$358.00	\$64.44
17/3/2016	Naomi Beale	Airbnb	5	\$646.00	\$66.00	\$580.00	\$104.40
25/3/2016	Soheil Tajahmadi	Airbnb	3	\$418.00	\$66.00	\$352.00	\$63.36
3/3/2016	Stancy Geng	Airbnb	3	\$442.00	\$66.00	\$376.00	\$67.68
Total			<b>23</b>	<b>\$3,152.00</b>	<b>\$396.00</b>	<b>\$2,756.00</b>	<b>\$496.08</b>

## CONSUMABLES & OTHER EXPENSES

Items	Unit Price	Units	Subtotal	GST
Laundry Liquid	\$2.63	1	\$2.63	\$0.26
Kitchen Tidy Rubbish Bags (30 pack)	\$4.68	1	\$4.68	\$0.47
Dish Sponge	\$1.00	1	\$1.00	\$0.10
Bench Sponge	\$0.50	1	\$0.50	\$0.05
Netflix Subscription	\$7.95	1	\$7.95	\$0.00
Full Cream Long Life Milk 200mL (6 pack)	\$4.80	1	\$4.80	\$0.00
Soy Long Life Milk 200mL (3 pack)	\$4.37	1	\$4.37	\$0.00
Paper Towels	\$3.24	1	\$3.24	\$0.32
Aluminium Foil 5m	\$3.29	1	\$3.29	\$0.33
Hand Wash 500ml	\$10.95	1	\$10.95	\$1.10
Toilet Paper Roll	\$1.20	6	\$7.20	\$0.72
Tissues	\$3.42	1	\$3.42	\$0.34
Total			<b>\$54.03</b>	<b>\$3.69</b>

## SUMMARY

Items	Income	Expenses	GST
Guest Bookings	\$3,152.00		
Cleaning Fee		(\$396.00)	(\$39.60)
Management Fee		(\$496.08)	(\$49.61)
Consumables & Other Expenses		(\$54.03)	(\$3.69)
Total	<b>\$3,152.00</b>	<b>(\$946.11)</b>	<b>(\$92.90)</b>

**Total Paid     \$2,112.99**

NOTES

1) Reissued 07/04 due to GST reporting error