



HOSTKEEP
PROPERTY MANAGEMENT

MONTHLY PROPERTY REPORT

Reporting Month **March 2016**
Property **MENCIA**
Address **307/1 Michael Street, Brunswick, Victoria, Australia**
Management Fee **0%**
(Inc. linen fees, if applicable)

GUEST STAYS

Check-In Date	Guest	Portal	Nights	Gross Amount	Cleaning Fee	Net Amount	Management Fee
28/3/2016	Angela Vo	Airbnb	5	\$616.00	\$66.00	\$550.00	\$0.00
6/3/2016	Anne Barrow	Airbnb	2	\$337.00	\$66.00	\$271.00	\$0.00
18/3/2016	Jade Lee	Airbnb	3	\$482.00	\$66.00	\$416.00	\$0.00
4/3/2016	Jonathan Ross	Airbnb	2	\$359.00	\$66.00	\$293.00	\$0.00
8/3/2016	Lauren Adams	Airbnb	3	\$438.00	\$0.00	\$438.00	\$0.00
15/3/2016	Michael Angeli	Airbnb	2	\$247.00	\$66.00	\$181.00	\$0.00
12/3/2016	Rachael Eglington	Airbnb	2	\$291.00	\$66.00	\$225.00	\$0.00
24/3/2016	Roland Glazier	Airbnb	4	\$622.00	\$66.00	\$556.00	\$0.00
Total			23	\$3,392.00	\$462.00	\$2,930.00	\$0.00

CONSUMABLES & OTHER EXPENSES

Items	Unit Price	Units	Subtotal	GST
Dishwasher Tablets (42 pack)	\$21.38	1	\$21.38	\$2.14
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
6-Month Deep Clean (1BR/1BA)	\$150.00	1	\$150.00	\$15.00
Toilet Paper Roll	\$1.20	3	\$3.60	\$0.36
Tissues	\$3.42	1	\$3.42	\$0.34
Total			\$197.02	\$17.99

SUMMARY

Items	Income	Expenses	GST
Guest Bookings	\$3,392.00		
Cleaning Fee		(\$462.00)	(\$46.20)
Management Fee		\$0.00	\$0.00
Consumables & Other Expenses		(\$197.02)	(\$17.99)
Total	\$3,392.00	(\$659.02)	(\$64.19)

Total Paid \$2,668.79

NOTES

1) Reissued 07/04 due to GST reporting error