



HOSTKEEP

PROPERTY MANAGEMENT

MONTHLY PROPERTY REPORT

Reporting Month **February 2016**

Property **PINOT**

Address **1018 / 220 Spencer St, Melbourne**

Management Fee **15%**
(Inc. linen fees, if applicable)

GUEST STAYS

Check-In Date	Guest	Portal	Nights	Gross Amount	Cleaning Fee	Management Fee
26/02/2016	Zhibin Yang	Airbnb	8	\$1,392.00	\$108.00	\$208.80
19/02/2016	Jin Zhuang	Airbnb	2	\$694.00	\$107.00	\$104.10
15/02/2016	Etta Lau	Airbnb	3	\$706.00	\$107.00	\$105.90
12/02/2016	Megan Thackeray	Airbnb	3	\$1,111.00	\$107.00	\$166.65
10/02/2016	Michelle Donaldson	Airbnb	2	\$437.00	\$107.00	\$65.55
08/02/2016	Troy Chee	Airbnb	2	\$490.00	\$106.00	\$73.50
04/02/2016	930815978@Qq.Com å~~	Airbnb	4	\$1,223.00	\$107.00	\$183.45
Total			24	\$6,053.00	\$749.00	\$907.95

CONSUMABLES & OTHER EXPENSES

Items	Unit Price	Units	Subtotal
Dish Sponge	\$1.00	1	\$1.00
Bench Sponge	\$0.50	1	\$0.50
AAA Battery	\$1.40	2	\$2.80
Weetbix	\$4.50	1	\$4.50
Muesli	\$6.92	1	\$6.92
Sea Salt with Grinder	\$3.77	1	\$3.77
Guest Chocolates (Per 16)	\$6.20	1	\$6.20
Paper Towels	\$3.24	3	\$9.72
Air Freshener Spray	\$5.40	1	\$5.40
Body Wash 500ml	\$10.95	1	\$10.95
Toilet Paper Roll	\$1.20	8	\$9.60
Tissues	\$3.42	1	\$3.42
Total			\$64.78

SUMMARY

Items	Income	Expenses
Guest Bookings	\$6,053.00	
Cleaning Fee		(\$749.00)

Management Fee			(\$907.95)
Consumables & Other Expenses			(\$64.78)
	Total	\$6,053.00	(\$1,721.73)
		Total Paid	\$4,331.27