



## income and expenditure model

### income

- Management fee
- Let fees
- Tenancy renewal fee
- Subscription and Technology fee (SAT)
- Listing fee
- Advertising/marketing fee
- Referral, conjunction and commission fees
- Rebates
- Digital solar management and invoicing fee
- Digital locks monitoring fee
- Water usage invoicing fee
- Project management fee
- Onsite inspection fee
- Onsite meeting fee
- Extra monthly statement fee
- Extra annual statement fee
- Paper statement fee
- Inventory preparation fee
- Inventory inspection fee
- File finalization/transfer fee
- Miscellaneous (e.g. court prep and representation/ /site visits/extra inspections)

### operating expenses

- Advertising, marketing and promotion
- Bank fees and charges
- Computer equipment and software
- Equipment, furniture and replacements
- Gifts and functions
- Group property management fee
- Insurance
- Interest and lease fees
- Motor vehicle lease
- Motor vehicle repair and maintenance
- Motor vehicle fuel and allowance
- Postage and couriers
- Printing and stationery
- Professional fees
- Referrals/conjunctions/commissions
- Rent and outgoings
- Salaries - employees
- Salaries - principals
- Signs
- Subscriptions, licenses, etc.
- Superannuation
- Telephone and mobile
- Training, motivation and development
- Travel, parking and accommodation

### suggested subscriptions

- ii knowledge and resource vault
- Pinnacle license
- Real Estate Institute/Association
- Legislative forms subscription
- Property data subscription
- Tenancy database subscription
- Property management software
- Property management and industry magazine and memberships

