

Owners Report Example

| DATE | DESCRIPTION | NIGHTS | INCOME | FEES | EXPENSES | RETURN |
|---|---|--------|--------------------|-----------|------------|------------------|
| Manager - 4947 Address line 1 Queenstown, Other New Zealand, 0000 GST No: 105-147-103 Report Date : 25 May 2022 | | | | | | |
| For Client : Owner - 3953 Address : 1 Street, Suburb, State For Property : Property - 159 | | | | | | |
| 28 Dec 2021 - 02 Jan 2022 | Booking: HMZKXXNX9M (Guest - 5305) airbnbOfficial | | | | | |
| | Management Fee Due | | | \$ 513.66 | | |
| | Accommodation Payment | | \$ 2,568.30 | | | |
| | Subtotal | 5 | \$ 2,568.30 | \$ 513.66 | \$ 0.00 | \$ 2,054.64 |
| 16 Jan 2022 - 22 Jan 2022 | Booking: 11850430 (Guest - 5530) bookingengine | | | | | |
| | Accommodation Refund | | \$ -397.25 | | | |
| | Management Fee Due | | | \$ 246.91 | | |
| | Accommodation Payment | | \$ 1,631.75 | | | |
| | Subtotal | 6 | \$ 1,234.50 | \$ 246.91 | \$ 0.00 | \$ 987.59 |
| 17 Feb 2022 - 21 Feb 2022 | Booking: 11729375 (Guest - 5433) direct | | | | | |
| | Channel Fees Due | | | | \$ 98.00 | |
| | Management Fee Due | | | \$ 208.80 | | |
| | Accommodation Payment | | \$ 1,044.00 | | | |
| | Subtotal | 4 | \$ 1,044.00 | \$ 208.80 | \$ 98.00 | \$ 737.20 |
| 28 Nov 2021 | Garden Care Due (Management) | | | | \$ 492.20* | |
| | SPS13802 - Maintenance - Gardens Nov21 | | | | | |
| 06 Dec 2021 | Marketing Fees Due (Management) | | | | \$ 99.95* | |
| | Monthly Marketing Fee | | | | | |
| 06 Dec 2021 | Marketing Fees Due (Management) | | | | \$ 99.95* | |
| | Monthly Marketing Fee | | | | | |
| 27 Jan 2022 | Sundry Items Due (Management) | | | | \$ 8.00* | |
| | RI2096 - Replacements - Remote batteries | | | | | |
| 27 Jan 2022 | Marketing Fees Due (Management) | | | | \$ 99.95* | |
| | Monthly Marketing Fee | | | | | |
| 31 Oct 2021 | Property - 159 Owner Contribution | | | | | \$ 500.00 |
| | - Opening balance | | | | | |
| Totals (inc) | | | | | | GST 15% |
| | Accommodation Total* | | \$ 4,846.80 | | | |
| | Less Management Fees* | | \$ 969.37 | | | \$ 136.80 |
| | Less Management Expenses* | | \$ 98.00 | | | \$ 12.78 |
| | Less Admin Expenses* | | \$ 800.05 | | | \$ 104.36 |
| | Plus Total Credits : | | \$ 500.00 | | | |
| | Net Monthly Return : | | \$ 3,479.38 | | | \$ 253.94 |
| (* includes GST) | | | | | | |

1. Management Fee Due - Our Fees
2. Accommodation Refund - Refunds issued to the guest
3. Booking Channel
4. Channel Fees
5. Costs and charges to maintain your property
6. Owner contribution - money credited to your account
7. Accommodation Total - The amount of total revenue paid from the guest
8. Less Management Fees - The Fees we charge for our services
9. Less Management Expenses - Any expenses associated directly with a booking
10. Less Admin Expenses - Any charges we paid on your behalf for the property