

2024 RENTAL SCHEDULE CHECKLIST

Income

- Rental Property Annual Management Summary Report from your real estate agent
- If you self manage your rental properties, a summary of annual rent received for each property
- Any unusual income received, such as insurance payout for damages, or a reimbursement from tenants for water, etc.
- Any money added to help fund negative cashflow is not considered income, but rather an indication the property is negatively geared
- Rental Properties in Foreign Countries, will have different financial years, so income needs to be aligned with the Australian Financial Year
- Capital Gains - example sale of a rental property - we'll need details of the purchase and sale contract, and any depreciation claims for claw backs. Also was the rental property previous your principal home will affect any Capital Gains Calculations
- Subdividing the backyard can have Capital Gains issues to consider also

Expenses for which you can claim an immediate deduction

Expenses for which you may be entitled to an immediate deduction in the income year you incur the expense include:

- Advertising for tenants
- Bank charges
- Body corporate fees and charges
- Borrowing expenses
- Capital allowances (depreciation)
- Cleaning
- Council rates
- Costs incurred in relocating tenants into temporary accommodation if the property is unfit to occupy for a period of time
- Electricity and gas - annual power guarantee fees
- Gardening and lawn mowing
- Insurance premiums:
 - Building
 - Contents
 - Public Liability
- Interest paid on borrowed money
- Land tax
- Lease document expenses:
 - Preparation
 - Registration
 - Stamp duty
- Legal expenses (excluding acquisition costs and borrowing costs)
- Mortgage discharge expenses
- Pest control

- Property agents fees and commissions (including prior to the property being available to rent)
- Quantity surveyor's fees
- Repairs and Maintenance
 - Cost of a defective building works report in connection to repairs and maintenance conducted
- Secretarial and bookkeeping fees
- Security patrol fees
- Servicing costs, for example, servicing a water heater
- Stationery and postage
- Telephone calls and rental
- Tax-related expenses
- Water charges

You can claim a deduction for these expenses only if you actually incur them and they are not paid by the tenant.

Expenses for which you cannot claim deductions

- Acquisition and disposal costs of the property
- Expenses not actually incurred by you, such as water or electricity usage charges borne by your tenants
- Expenses that are not related to the rental of a property, such as:
- Expenses connected to your own use of a holiday home that you rent out for part of the year, or
- Costs of maintaining a non-income producing property used as collateral for the investment loan
- Travel expenses to inspect a property
- Expenses incurred in relocating assets between rental properties prior to renting
- Travel expenses to (or other costs for) rental seminars about helping you find a rental property to invest in

Expenses deductible over a number of income years

There are three types of expenses you may incur for your rental property that may be claimed over a number of income years:

- Borrowing expenses
- Loan establishment fees
- Title search fees charged by your lender
- Costs for preparing and filing mortgage documents
- Mortgage broker fees
- Stamp duty charged on the mortgage
- Fees for a valuation required for loan approval
- Lender's mortgage insurance billed to the borrower

The following are not borrowing expenses:

- Insurance policy premiums on a policy that provides for your loan on the property to be paid out in the event that you die or become disabled or unemployed
- Interest Expenses
- Stamp duty charged on the transfer of the property
- Stamp duty incurred to acquire a leasehold interest in property (such as an ACT 99-year Crown lease)
- Amounts for decline in value of depreciating assets
- Capital Works Deductions

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