

CHECKLIST FOR YOUR RENTAL PROPERTY SCHEDULE

Rental Income

- Annual Rental Statement if you have used a real estate agent
- Detailed listing of Rental income received if you have rented directly
- If you have rented via an online booking platform (i.e AirBNB, Booking.com, Stayz) please provide a summary from the monthly statement showing the
 - Gross Rent
less the
 - Online booking fee
 - Cleaning
 - Maintenance
 - Agent fee/Management Fee

If the property is used as a holiday home as well as rental property, please provide the number of days available for rent versus the number of days you have used it personally

Rental Expenses

- Council Rates – ***usually 4 instalment payments per year***
- Water Rates - ***usually 4 payment per year***
- Advertising
- Interest on loans
- Body Corporate Expenses
- Insurance
- Land Tax
- Pest Control
- Garden Maintenance
- Utilities – Electricity/Gas/Internet/Phone – ***generally only deductible if you are using online booking platform (i.e AirBNB, Booking.com, Stayz)***

Repairs and Maintenance v Depreciable Asset v Capital Improvement

- Detailed listing of any repairs and maintenance, including date of repair and reason for repair
 - Any repair conducted prior to renting the property or prior to selling the property is considered a capital cost regardless of the amount
 - **Repairs 100% deductible**
Are restoring worn, damaged, or deteriorated parts back to their original condition due to normal property use.
Examples: Fixing a leaking tap or roof tile, repainting for wear and tear, repairing fencing or windows, servicing plumbing or electrical fault rectifications

- **Depreciable Assets depreciated over its effective life as per ATO guidelines**
Items in the property that decline over time and have a defined useful life—e.g., appliances, carpets, blinds, ceiling fans.
Example: Installing a new dishwasher, air conditioner unit, hot water unit, ceiling fan: the appliance is a depreciating asset and is claimed over its effective life (e.g., fans 5 years)
- **Capital works depreciated at 2.5% over 40 years**
Add to the property's structure or improve its capacity—e.g., extensions, new rooms, major renovations, structural upgrades.
Examples: Adding a deck, garage, carport, renovating a bathroom or kitchen, replacing an entire fence or roof, installing a pool, or upgrading structural element

Points to note about your rental property.

- If you have bought or sold the property during the year, please provide **the statement of adjustment** from your conveyancer or lawyer from the time of settlement.
- Travel to your rental property is not claimable regardless of if it's location, i.e. rural area, coastal area or interstate.
- If you have refinanced your investment property loan over the past 12-18 months, please ensure you contact your previous bank regarding to the interest your old/closed loan incurred before it was closed.
- If you have refinanced your investment property loan with other loans or credit cards to consolidate debt, please ensure you have the appropriate break-up of the amounts you consolidated prior to the refinance to ensure we can claim the correct interest which is applicable to your investment property.
- If you have drawdown from your investment property loan, please advise of the purpose of the drawdown so we can correctly apportion the interest on the loan.
- If you purchased a second-hand property (i.e., already lived in) after 9 May 2017 you cannot claim depreciation of plant and equipment.
- If you furnish a rental property, the items need to be brand new not second hand to be able to be claimed as an expense.
- Please consider a depreciation report for your property if has been built relatively recently or built brand new <https://www.bmtqs.com.au/>