



PROPERTY QUARTERS

Leasing and Management

BUDGETING & EXPENSES

Owning an investment property is no different than owning a business, you must have a financial plan.

Many investors live month to month, using the rent to pay the mortgage and expenses. In some months there's money left over and in some months there's not enough. This type of arrangement adds an enormous amount of stress.

Part of our management services is to prepare a complete plan and budget for every landlord.

By knowing what your expenses are on any given month, you can prepare yourself for difficult times and even the unexpected.

The expenses

- Council rates
- Water rates
- Strata levies
- Land tax
- Management fees
- Postage
- Leasing fees
- Lease preparation fees
- Marketing expenses
- Insurance
- Smoke alarm inspection
- Repairs
- Maintenance

To work out your own budget:

1. Make a list of your expected expenses and the amounts.
2. Determine when they are due, are they weekly, monthly, quarterly, half yearly or annual?
3. Print the table found here and add the expenses
4. Total the expenses for each month.
5. Add your expected income, or rent.
6. Subtract the total expenses from the rent each month to determine your expected monthly profit.

TIP: Allow some funds for the unexpected and remember to compare this budget with actual costs to make sure you are still on track to your goals.



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02 8866 5000
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BUDGET

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
Property 1													
Property 2													
Income													
Council rates													
Water rates													
Strata levies													
Land Tax													
Management fees													
Postage													
Leasing fee													
Lease preparation fees													
Marketing expenses													
Insurance													
Smoke Alarm inspection													
Repairs													
Maintenance													
Loan repayments													
Total													
Profit/Loss													

Notes

- Income If the lease is calendar monthly, insert the amount for every month
 If the lease is weekly or fortnightly, calculate the number of rental payments due for each month
- Expenses Insert the amount of the expense in the month it is due
- Repairs Allow for unexpected repairs
- Maintenance Allow for maintenance items, such as painting, carpets, gutters etc.



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