

# TAX GUIDE

## FOR UK PROPERTY INVESTORS





## WELCOME TO CAPITAX FINANCIAL LTD

Capitax Financial specialise in providing tax, accountancy and business services to owner-managed businesses whether the business is a new set-up or a growing one. Our services extend to the people who run the businesses, helping them to achieve their personal and corporate objectives. We also provide personal tax services and tax planning advice to private individuals.

If you wish to discuss any of the points contained in this guide or to arrange an initial meeting, please get in touch.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'S. Shah'.

**Samir Shah**

**Director**

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## INTRODUCTION

As a UK property investor it is important you know about UK taxation and how it affects you and your investment. That is why Capitax Financial has launched this accessible tax guide for UK property investors (buy-to-let landlords).

Good tax planning is key. How you implement, manage and run your tax affairs could have a major impact on your property investments and their financial profitability. Our comprehensive guide, from property purchase through to sale, provides valuable information about Income Tax, annual Self-Assessment tax returns and Capital Gains Tax. It contains much of the information you need to avoid tax pitfalls and make tax work for your business.

All figures in this guide are correct as of April 2011.

## TOPICS

- |   |  |
|---|--|
| 1. Investment Property Strategy           | 8. Non-Resident Landlords                    |
| 2. Ownership of Property                  | 9. Non-Resident Landlord (NRL) Scheme        |
| 3. Limited Companies                      | 10. Annual Self-Assessment Income Tax Return |
| 4. Stamp Duty Land Tax (SDLT) on Purchase | 11. Allowable Expenses                       |
| 5. Mortgage                               | 12. Property Sale Capital Gains Tax (CGT)    |
| 6. Bank Accounts                          | 13. Capitax Top Tips                         |
| 7. Income Tax                             | 14. Frequently Asked Questions               |

## I. INVESTMENT PROPERTY STRATEGY

Before you set about purchasing your first or next investment property, it is important that you have a strategy to minimise your tax exposure.

Otherwise you may pay more tax than necessary. As part of this, it is advisable that you have an overall 'exit' plan for the property - i.e. a plan for what you want to do with the property at the end of ownership. This is important because considerations like Capital Gains Tax planning and Inheritance Tax planning are ideally best addressed at the outset, prior to the purchase, despite the fact that the actual tax bills are encountered at the end of the period of ownership. In addition, it is important that you have a Will. Approximately one in three people have a valid Will. Having a Will helps avoid unwanted disputes.

The utilisation of tax breaks should also be considered at this stage.

## 2. OWNERSHIP OF PROPERTY

You should establish single or joint ownership before making the purchase. It is much easier to get ownership right at this stage than to change it later on. If your partner\* is not working you may wish to arrange the ownership so that they can maximise their tax-free income allowance of £7,475 per tax year. If you have already purchased, you will have to arrange transfer of the property into your partner's name. In England and Wales, HM Revenue & Customs (HMRC) defines owners as:

- Those with an equal interest in the property are 'joint tenants'. When two people own property as joint tenants, any rental income must normally be split equally between them for tax purposes.
- Those with separate and identifiable shares, for example 20% and 80%, are 'tenants in common'. If the property is held in unequal shares, the couple can make a declaration on HMRC Form 17 to have the rent taxed in the proportion that they hold the beneficial interest in the property. Without a Form 17 declaration, spouses will be taxed on an equal share of the net rents from a jointly owned property.

If you and your partner already own the property as joint tenants, it is quite simple to change to tenants in common, but there may be a Stamp Duty Land Tax charge where the property is mortgaged.

## 3. LIMITED COMPANIES

### Owning properties through a Limited Company

One of the most commonly asked tax questions is whether holding properties in a Limited Company, rather than as an individual or partnership, will save tax. Unfortunately there isn't a definitive answer as it depends on a number of factors, such as your personal circumstances and how long you intend to hold the properties. Any future changes in legislation could also affect the decision.

### What is a Limited Company?

A company has a separate legal status to its owners. This means that if you use a Limited Company to buy a property, its name will appear on the title deeds rather than yours. The ownership of the company depends on who holds the shares (the shareholders). There only needs to be one shareholder, so you could hold the company's only share and be the sole owner. Shareholders are entitled to their share of the profit in the company and this is paid out in the form of dividends.

### How is rental income taxed in a Limited Company?

Instead of Income Tax, Limited Companies pay Corporation Tax (CT) on their profits. The rate they pay depends on their level of profits:

PROFITS	TAX RATE
Up to £300,000	20%
£300,001 - £1,500,000	27.5%
Above £1,500,001	26%

## 4. STAMP DUTY LAND TAX (SDLT) ON PURCHASE

Transfers of residential property are subject to SDLT at the following rates:

PROPERTY PRICE (STANDARD)	PROPERTY PRICE (IN DISADVANTAGED AREAS)	RATE
Up to £125,000	Up to £150,000	0%
£125,001 to £250,000	£150,001 to £250,000	1%
£250,001 to £500,000	£250,001 to £500,000	3%
£500,001 to £1,000,000	£500,001 to £1,000,000	4%
Over £1,000,000	Over £1,000,000	5%

All residential properties are exempt from SDLT if they are worth less than £125,000. Relief will be available from SDLT at up to £250,000 where the purchaser is a first-time buyer and intends to occupy the property as their main residence.

This threshold is increased for properties that fall within one of the areas designated by the Government as disadvantaged. In these areas, designated under 'The Variation of Stamp Duties Regulations 2001', properties are exempt from SDLT if they are worth less than £150,000.

The exemption applies to all conveyances and transfers of land or an interest in land, and to all leases of an interest in land, executed on or after 30 November 2001, where the land falls wholly or partly within one of the disadvantaged areas and the consideration for the transfer, or the premium for the lease, does not exceed £150,000.

If you are renovating a property to bring it back into use as a home, the VAT payable on the material and labour costs can be reduced to 5%. The building has to meet a number of conditions to qualify.

## 5. MORTGAGE

As with many tax issues relating to buy-to-let, the individual circumstances surrounding mortgage interest tax allowance will dictate the level of relief that will be applicable. Each case will need to be assessed individually, however, the following information can be used as a guide.

All interest payable on borrowings taken out to fund your buy-to-let business can be deducted from the income generated by the property before tax becomes payable. These borrowings include a mortgage, a personal loan, or even an overdraft. This means that all interest payable on borrowings secured on a buy-to-let or residential property, or used to repair or purchase a buy-to-let property, can be off-set against the rents received.

In certain circumstances tax relief can also be enjoyed on the interest payable on borrowed money which is used to fund personal items. This is only applicable if the borrowing is secured on your buy-to-let property and is equal to, or less than, the value of the buy-to-let property at the time that the property became part of your buy-to-let business. If you wish to borrow money for personal use which is in excess of the value of your property at the time it became part of your buy-to-let business, the interest payable on this excess is not eligible for tax relief. This is an area of tax planning that is highly dependent on each individual case and one that we recommend should be discussed with a specialist property accountant, such as Capita Financial.

Choosing the right mortgage, such as interest only or repayment is important because it may provide you with significant financial benefits. The structure and precise timing of the loan facilities are very important.

## 6. BANK ACCOUNTS

We advise that you should have a separate bank account for your rental business to record all rental income received and expenditure incurred. This will assist you in the event of an HM Revenue & Customs investigation and with completion of your annual rental accounts and Self-Assessment tax return.



## 7. INCOME TAX

As a buy-to-let property investor you are liable to pay Income Tax on rental and other income from your property. You have to pay Income Tax if the total of your taxable income is greater than your tax allowances. Tax is payable on the rental income after allowable expenses/deductions have been taken into account. However, it is possible that no tax will be payable on the rental, for example, if your let property is mortgaged, and your mortgage interest and related costs exceed the rent you receive.

It is your responsibility to declare your rental income to HM Revenue & Customs (HMRC). It is important you understand how Self-Assessment works and that you make provision for your tax payments and are aware when they are due. Capita Financial will help you estimate your likely tax liability and advise you about when this should be paid.

## 8. NON-RESIDENT LANDLORDS

Non-UK residents remain liable for UK Income Tax on rental income receivable from property situated in the UK. The UK Income Tax liability of non-residents may extend to both UK rental income and to other profits from UK-based property businesses, such as property developing, property management or property trading.

The taxation of non-residents will be subject to the terms of any double taxation agreement between the UK and their country of residence. Most treaties, however, still allow the UK to tax non-residents on income, profits or gains derived from property situated in the UK (although the UK does not generally impose Capital Gains Tax on non-residents).

Certain classes of non-resident individuals with taxable income in the UK are entitled to the same personal allowances as UK residents and may set these off against that income. These include British national's resident abroad, nationals of states within the European Economic Area Crown servants, residents of the Isle of Man or the Channel Islands and residents of other countries which have a suitable double taxation agreement with the UK.

## 9. NON-RESIDENT LANDLORD (NRL) SCHEME

The letting agent collecting the rent on behalf of a non-resident landlord (one living outside the UK) must deduct tax from the rental income and pay the tax deducted to HMRC, unless a written exemption has been received from HMRC. If you are an overseas landlord, you can apply to HMRC by completing a NRL1 form, available from [www.hmrc.gov.uk/cnr/nrl1.pdf](http://www.hmrc.gov.uk/cnr/nrl1.pdf).

If your tax history is good and your tax affairs are up-to-date, you should be issued with a certificate. This will authorise the letting agent to pay you rent without deduction of tax. At the end of each year, you are obliged to submit a UK tax return showing details of your rental income and expenditure. Most non-resident landlords appoint an accountant to handle tax affairs on their behalf.

## 10. ANNUAL SELF-ASSESSMENT INCOME TAX RETURN

Rental income must be declared on a Self Assessment tax return. As HM Revenue & Customs (HMRC) assesses income individually, properties that are jointly owned require annual returns to be completed by each legal owner. You need to compile a Letting Income Schedule which details all the income, expenditure and costs involved in letting the property (see 'Allowable Expenses').

This means keeping separate details of all income and expenditure incurred on all lettings. For example, detailed records of all borrowings should be maintained to support loan interest claims. You need to make clear which parts of your mortgage have been used to fund buy-to-let properties - so you need to draw up a simple balance sheet that shows exactly how much capital has been invested in the letting business.

Records must be kept for six years. Deposits are not taxable unless they become non-returnable under the tenancy agreement. You should only include the retained deposit when it is used to cover the costs it was designed to prevent, such as repairs or legal fees.

Don't forget, you have a legal responsibility to notify HMRC of any liability. There are strict tax deadlines and late returns not only incur penalties but also increase the likelihood of HMRC investigation.

## 11. ALLOWABLE EXPENSES

Only those expenses incurred “wholly and exclusively” in generating income are allowable.

- **Mortgage Interest**

You may generally claim tax relief on interest payments on a mortgage or loan taken out to fund the purchase, refurbishment or repair of a let property.

- **Water Rates**

You can include the full amount of water, sewerage and any other rates paid on the property, if these are not paid by the tenants.

- **Insurance**

You may include all insurance policies paid by you in connection with your property.

- **Service Charge / Ground Rent**

You can include the service charge and ground rent on the let property in question if these are not paid by the tenant.

- **Council Tax**

In certain circumstances, a landlord may be liable for Council Tax. This could then be included.

- **Legal**

Legal fees in respect of ongoing tenancies are allowable.

- **Accountancy**

Any accountancy costs can be offset as long as they relate directly to the let property.

- **Repairs and Maintenance**

When making repairs to your let property you may be able to go beyond replacing ‘like with like’ and make an improvement, although you need to be careful about how much of an improvement you make. For example, HM Revenue & Customs (HMRC) is unlikely to permit the replacement of a tatty bathroom with a spa bath and other luxury items. However, HMRC may be agreeable to replacing wooden window frames with UPVC.

- **Management or Letting Agent Fees**

You may claim tax relief on any management or letting agent expenditure. On request, at the end of the tax year, the letting agent should be able to provide you with details of your rental income and management fees.

- **Wear and Tear**

For furnished properties to let, you can claim for wear and tear on all furnishings (but not fittings), calculated as 10% of the rental income for the year, less water rates and Council Tax (if paid by you). Alternatively, you can claim for replacement costs - but in most cases, the 10% allowance is both more beneficial and simpler.

- **Motor Vehicle Costs for Visiting / Inspecting the Property**

As long as they are appropriate to the circumstance and are incurred visiting the rental property, petrol and vehicle costs are an allowable expense. You should speak to your accountant to identify what is and isn't deemed to be an acceptable expense.

- **Advertising**

Any costs you incur advertising for tenants to fill your rental property are allowable.

- **Landlord Energy Saving Allowance**

Landlords are allowed a deduction for Income Tax purposes up to a maximum of £1,500 when they install loft or cavity wall insulation in a dwelling house, which they let. From April 2006, this was extended to include draft proofing and insulation for hot water systems. From April 2007, it was further extended to include floor insulation.

## 12. PROPERTY SALE CAPITAL GAINS TAX (CGT)

Should you sell your property, you may become liable for CGT. Any profit made on a property other than a main residence is subject to CGT at 18% and/or 28% depending on your tax bracket. When you sell, you will have to pay the CGT by 31 January of the year following the year in which you sell the property. Non-Resident Landlords are normally exempt from CGT on gains made on sale of UK properties, however, expert tax advice should be taken in this respect.

### Tax breaks allowable against CGT

There are lots of tax breaks, especially if you have lived in the buy-to-let property you are selling. For example:

<b>Principal Private Residence Relief</b>	You can claim an exemption against CGT for the time you have lived in the property as a main residence, even if this is only for a short time during the overall ownership. Also, you can claim an exemption for the final 36 months of ownership (regardless of whether you lived there during this time or not).
<b>Letting Exemption</b>	If the property was your main residence at some point during the period of ownership you can claim a Private Residence Relief Lettings Exemption of up to £40,000. This is the maximum relief available and is reduced dependent on other gains.
<b>Capital Gains Annual Exemption</b>	Everyone can make a capital gain free of up to £10,600 for the 2011/12 tax year. A jointly owned asset, therefore, will need a chargeable gain in excess of £21,200 before CGT becomes payable.

## 13. CAPITAX FINANCIAL TOP TIPS

### Buy-to-let investors should:

- Have a tax and management strategy, including an 'exit' strategy, before purchasing investment property. This could potentially save a fortune!
- Establish ownership - single or joint names - from the outset
- Consider buying property in one of the Government's designated disadvantaged areas to be exempt from Stamp Duty Land Tax on properties worth less than £150,000
- Keep detailed records of lettings income and expenditure - essential when completing the annual Self-Assessment Income Tax return
- Claim for allowable expenses incurred both prior to the start of the letting and for ongoing expenses
- Take out the right mortgage product
- Set up a separate bank account for their lettings business
- Make a Will



### **Warning! Tax laws are extremely complex.**

Therefore, we suggest that you obtain appropriate professional advice in order that matters can be related to your personal circumstances at the earliest possible time.

## 14. FREQUENTLY ASKED QUESTIONS

### What is the best way to set about building a portfolio?

It is generally assumed that property has to be sold in order to release equity to create deposits for new properties. It is important from a Capital Gains Tax (CGT) point of view to know that a portfolio can be built up by using the equity as deposits against new purchases, without selling the original properties. This certainly has significant savings when one is looking at Stamp Duty Land Tax, legal costs and CGT as no one pays CGT until they physically dispose of a property.

### Why do I make so little money on my property and yet I still have to pay tax?

You are probably referring to the fact that from a cash flow point of view, you may make little excess over the mortgage payments. The capital element of a repayment mortgage and any life insurance policy alongside it, as well as any endowment payments on an interest-only mortgage, are not tax deductible.

### Should I put my properties into a Limited Company?

There can be instances when purchasing a property through a Limited Company can be beneficial but it is best to consider all such cases individually and seek advice from an accountant/ tax consultant. Any such decision would first require an understanding of the Corporation Tax system and the tax efficient removal of remuneration from the business, which again requires discussion with an accountant/tax consultant.

### How important is it that I register with HM Revenue & Customs (HMRC)?

**You have an obligation** to register with HMRC and to submit Self Assessment Income Tax returns to them. There are penalties for late registration and submission. You should obtain professional advice. See [www.hmrc.gov.uk](http://www.hmrc.gov.uk) for deadline and penalty details.

## AT CAPITAX FINANCIAL, WE SPECIALISE IN PROVIDING:

- Tax, Accountancy & Business Services to owner-managed businesses, including new start-ups
- Personal Tax services and Tax Planning to private individuals
- A range of International Services especially for:
  - Overseas business clients with UK companies
  - Non-UK resident landlords
  - Non-UK nationals/Non-UK residents and Non-UK domiciles
  - Individuals becoming UK Tax Residents/Breaking UK Tax Residence
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- Company Secretarial
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- Employment Status
- PAYE Health Check, Payroll and PAYE Returns
- Property Taxes
- Tax Disputes, Tax Enquiries and Investigations
- Tax Investigation Fee Protection
- VAT Health Check, VAT Planning & Disputes
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- Will planning and Lasting Powers of Attorney

“Great reasons and commitments we make to you which is why you should call us before deciding on your accountant!”

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