



i These notes will help you to complete the 'Partnership Foreign' pages of your Partnership Tax Return.

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i Helpsheets

Helpsheet 380 gives more detailed information about the tax rules for 'Partnership Foreign' pages and is available from our website.

Go to www.gov.uk and search for 'HS380' or go to www.gov.uk/topic/business-tax/capital-allowances for more information about capital allowances.

i Need help?

Go to our website at www.gov.uk/government/organisations/hm-revenue-customs/contact/self-assessment

Phone

Self Assessment Helpline
0300 200 3310

Filling in the 'Partnership Foreign' pages

Gather together the material you need, such as:

- overseas dividend vouchers
- bank statements for overseas accounts

These notes tell you how to complete the 'Partnership Foreign' pages. Fill in pages PF 1 to PF 4 to give details of foreign income and gains:

- page PF 1 is for foreign savings (including income from offshore funds)
- page PF 2 is for income from land and property, chargeable premiums and disposals of holdings in offshore funds
- pages PF 3 and PF 4 are for foreign let property except for furnished holiday lettings in the European Economic Area (EEA) - summarise the income on page PF 2
- page PF 4 is also for any additional information

If you are a 'CT Partnership' please see page PTRG 5 of the Partnership Tax Return Guide.

These notes are only a simple introduction to the rules about the taxation of foreign income. If you are in any doubt about the information you need to provide, ask us or your tax adviser.

You may need to allocate shares of foreign income to the partners on an item-by-item basis before you can complete the Partnership Statement. Even if you do not need to do this to complete the Partnership Statement, the partners will need this additional information so that they can complete their own tax returns. This will be the case if any partner wants to claim relief by way of credit for foreign tax paid ('Foreign Tax Credit Relief'), or if the partner has a share in any foreign income that the partnership has been unable to remit to the United Kingdom (UK).

Example 1

Jim is a member of a partnership and is entitled to 40% of the profits. The partnership receives two dividends, as follows:

	Gross	Foreign tax
Country A	£5,000	£1,000
Country B	£2,500	£ 250
Totals	£7,500	£1,250

To claim Foreign Tax Credit Relief Jim will need to know details of his share of the partnership's foreign income on an item-by-item basis, as follows:

	Share of gross	Share of foreign tax
Country A	£2,000	£ 400
Country B	£1,000	£ 100
Totals	£3,000	£ 500

See the notes on pages PTRG 24 to PTRG 27 of the Partnership Tax Return Guide for further details, including another example.

Boxes 2.4 and 2.5 Return period – trading or professional partnerships

For all partnerships (except investment partnerships other than 'CT Partnerships', see below) the 'Partnership Foreign' pages PF 1 and PF 2 should be filled in to show details of the partnership's foreign untaxed income of the accounting period(s) ended in the tax year 2016 to 2017. In these circumstances the dates shown in boxes 2.4 and 2.5 should be the same as those you have entered in boxes 3.4 and 3.5 on page 2 of your Partnership Tax Return.

Where there is more than 1 such accounting period you may have to complete more than 1 set of 'Partnership Foreign' pages (see the notes on page PTRG 9 of the Partnership Tax Return Guide).

Where there is no such accounting period you need only complete the 'Partnership details' and 'Foreign savings' sections on page PF 1 (see the notes on page PTRG 9 of the Partnership Tax Return Guide).

Boxes 2.4 and 2.5 Return period – investment partnerships

Where, exceptionally, a partnership does not carry on a trade or profession, pages PF 1 and PF 2 should in all cases be filled in for the profits in the period 6 April 2016 to 5 April 2017. Enter '6/4/2016' in box 2.4 and '5/4/2017' in box 2.5. If you are a 'CT Partnership' see page PTRG 5 of the Partnership Tax Return Guide.

If accounts are made up for any other period, you should apportion figures in the sets of accounts that between them cover the period 6 April 2016 to 5 April 2017.

Returning foreign income

You should enter the full amount of income arising from overseas sources on the 'Partnership Foreign' pages. For overseas rental income this means the gross income minus allowable expenses. For all other income it is simply gross income before tax.

Unremittable income

If the partnership has income arising outside the UK that it is unable to remit to the UK because of exchange controls or a shortage of foreign currency in the overseas country, then the members of the partnership can claim that the unremittable income should not be taxed for 2016 to 2017.

If you think this applies to the partnership, see below for guidance on how to enter details of the unremittable income.

Income becoming remittable

Where income was not taxed in an earlier year because it was unremittable but it can now be remitted to the UK, it is treated as arising in 2016 to 2017. Income may become remittable if, for example, exchange controls are lifted. Include any income to which this applies whether or not it is actually remitted to the UK. The amount of the income and any foreign tax charged on it should be converted to sterling using the exchange rate prevailing at the time the income becomes remittable.

Foreign income: change to sterling

Income taxable in the UK should be converted to sterling at the rate of exchange prevailing at the time when the income arose. We will be able to help if you are not sure which exchange rate you should apply.

Filling in pages PF 1 and PF 2 of the 'Partnership Foreign' pages

Important: if the partnership has more than 1 item of income or gains in any particular category (for example, dividends from more than 1 overseas

company) each such item must be entered separately. **But see below for how to deal with unremittable income.**

For each item in:

- **column A**, enter the country in which the item of income arose
- **column B**, enter the amount of income **before** deducting any UK or foreign tax but **after** deducting unremittable income
- **column D**, enter the amount of foreign tax paid on the income entered in column B

These notes will help you decide what to put in each column.

Entering unremittable income

You should enter details of unremittable income, and the corresponding tax, in the 'Partnership Foreign' pages in the appropriate foreign currency.

For each item of income (excluding income from land and property abroad, see the note on page PFN 5) that cannot be remitted to the UK in the tax year 2016 to 2017:

- in **column A**, enter the country in which the item of income arose
- tick the box between columns A and B
- in **column B**, enter the amount of the unremittable income, in its foreign currency (delete the £ signs)
- in **column D** enter the amount of the foreign tax, if any, suffered on the unremittable income in its foreign currency (delete the £ signs)

Make sure you exclude details of unremittable income, and the corresponding tax, from the 'totals' boxes at the foot of each column.

Foreign savings

Interest and other income from overseas savings and investments

Column A

Enter the name of the country where the income arose.

Columns B to D

Treat each source of interest (including, for example, different accounts with the same bank) separately and enter details of each on a separate line.

Interest from overseas unit trusts and other investment funds

The information you need to put in these columns will be shown on the partnership's unit trust or fund voucher. If you do not have a tax voucher, ask the unit trust or fund administrator for one. Where the income of the unit trust or fund is automatically reinvested in the fund, you may still have to enter the appropriate income arising to you and any tax deducted. There are some instances where dividend distributions from offshore funds must be returned as interest received, see 'dividends from foreign companies' on page PFN 4.

Interest from other overseas sources

Enter the amounts of interest that the partnership received from foreign bank accounts, or from foreign company loan stocks, or loans to individuals or other organisations outside the UK. If the payer of the interest has deducted foreign withholding tax and accounted for that tax to the overseas tax authority on your behalf, this will normally be shown on a certificate of tax paid. Company partners should see the note 'Loan relationships and so on' of the Partnership Tax Return Guide.

Other income from overseas sources

Enter any other income that the partnership received, or was entitled to, from overseas savings and investments. Include gains on life assurance policies, life annuities and capital redemption policies. Do not include income from land and property abroad (see page PFN 5 of these notes).

Dividends and distributions from overseas sources

For each year in which the partnership carries on a trade, any dividends and distributions the partnership receives from overseas sources are taxable in the same basis period as the partnership's trading income (unlike dividends received from UK companies, which are taxable by reference to the tax year). For example, if the partnership has a basis period of 1 January to 31 December, any dividends and distributions from overseas sources will share that basis period.

Income you should not include in the 'Partnership Foreign' pages

Exclude:

- distributions made in the course of the liquidation of a foreign company
- distributions that constitute a return of the partnership's capital interest in a foreign company
- distributions made by a foreign company in the form of its own stocks and shares
- stock dividends from foreign companies
- bonus shares from a stock dividend issue made by a foreign company

If you are not sure whether distributions the partnership has received fall into any of the above categories, ask us or your tax adviser for advice.

Column A

Enter the name of the country where the dividend or distribution arose and if required whether the dividend was pre or post 6 April 2016 (see guidance for reporting dividend income in 2016 to 2017).

Columns B to D

Treat each source of income separately and enter details of each on a separate line.

Dividends from foreign companies

Include:

- dividends from foreign companies
- dividends from offshore funds constituted as companies – your dividend voucher will provide the information needed

There are specific rules for dividends from offshore funds which are substantially invested in interest-bearing assets (commonly known as 'bond funds'). Where an offshore fund holds more than 60% of assets in interest-bearing (or economically similar) form, any distribution received by the partnership is treated as a payment of yearly interest.

Other distributions from overseas sources

If the partnership has received a distribution from a foreign company other than in the form of a cash dividend, for example, if the company has released some of its assets (such as shares it holds in another company) to its shareholders, you should enter the currency value of such assets at the date of distribution, unless the assets are released on liquidation or represent a return of capital.

Where a distribution was not made in shares and you have accepted an option from a foreign company to receive cash instead of shares, the cash is taxable and you should include it on page PF 1.

Dividend tax credit

Dividends, including dividends from non-UK companies, paid before 6 April 2016 carried a notional tax credit equal to one ninth of the dividend actually paid. That tax credit has been abolished for dividends paid on or after 6 April 2016. From 6 April 2016, each partner won't pay tax on the first £5,000 of dividends they receive including dividends received by the partnership and dividends from an overseas source.

Reporting dividend income in 2016 to 2017

If the partnership has received dividends both before and on or after 6 April 2016 which are taxable in 2016 to 2017 because of the partnership's basis period, you will need to take some additional steps when reporting your dividend income in the 2016 to 2017 Partnership Foreign pages.

Dividends received before 6 April 2016

If the partnership received dividends from foreign companies before 6 April 2016, each partner may be entitled to a dividend tax credit equal to one ninth of the dividend in certain circumstances. To qualify for the tax credit 1 of the following must be true:

- the company paying the dividend is not an offshore fund and the partnership owns less than 10% of the issued share capital, or any class of share
- the company paying the dividend is an equity based 'offshore fund'
- the company paying the dividend is not an offshore fund and is resident for tax purposes in a territory with which the UK has a Double Taxation Agreement (DTA) that includes a non-discrimination article and the company is not a 'bond fund'. A list of treaty territories are available in the DT Digest. Go to, www.gov.uk/government/publications/double-taxation-treaties-territory-residents-with-uk-income

Report any dividends received before 6 April 2016 by completing columns A to D and box 2.6A on page PF 1 of the Partnership Foreign pages. These will carry a notional tax credit equal to one ninth of the dividend and will also qualify for the Dividend Allowance for each partner. Include the amount of the notional tax credit with foreign tax

paid or treated as paid in column D. As well as recording the territory from which the dividend was paid, also write 'pre 6 April 2016'. Show only the amount of dividend paid not including the dividend tax credit.

Dividends received on or after 6 April 2016 and dividends from foreign companies that do not qualify for a dividend tax credit

Report any dividends received on or after 6 April 2016, or which do not qualify for a dividend tax credit, in the normal way by completing columns A to D and box 2.6A on page PF 1 of the Partnership Foreign pages. These will not carry a notional tax credit, but will qualify for the Dividend Allowance for each partner. As well as recording the territory from which the dividend was paid, also write 'post 5 April 2016'.

Example:

- a partnership has an accounting period from 1 January 2016 to 31 December 2016.
- it receives a dividend from a company resident in the USA on 15 January 2016. The dividend paid is £5,000, from which £750 tax has been withheld by the USA (so the partnership receives £4,250)
- it receives a second dividend from the same company on 15 September 2016. The dividend paid is £10,000, from which £1,500 tax has been withheld by the USA (so the partnership receives £8,500)

A dividend has been paid from an overseas company prior to 6 April 2016, so:

Step 1

Calculate the notional tax credit on the dividend paid before 6 April 2016 by dividing the total dividend (including the foreign tax withheld) by 9. So in the example above, $£5,000/9 = £556$ (rounded up to the nearest £1). Add the notional tax credit to the dividend paid to give the amount of dividend income ($£5,000 + £556 = £5,556$).

Step 2

Add the notional tax credit to any foreign tax paid or treated as paid on the same dividend to give the total amount of tax paid or treated as paid ($£556 + £750 = £1,306$)

Step 3

Complete the dividends section separately for each dividend, so:

Column A	Column B	Column D
USA pre 6 April 2016	£5,556	£1,306
USA post 5 April 2016	£10,000	£1,500

You must provide this information to each partner so that they know whether they are entitled to a dividend tax credit. Inform each partner the value of the dividend allocated to them, the amount of any foreign tax paid or treated as paid and the amount of any notional tax credit.

Disposals of holdings in offshore funds

Box 2.9

The partnership may need to make an entry in this box if it has disposed of an interest in an offshore fund. The rules relating to this can be quite complex; HM Revenue and Customs has published guidance in its Offshore Funds Manual and Savings & Investments Manual, go to www.gov.uk/government/collection/hmrc-manuals or alternatively you should ask your tax adviser. The following is only a general overview.

The term 'offshore fund' is defined in UK tax legislation; broadly such a fund is an investment scheme of which the trustees or operators are not resident in the UK (for example, unit trusts operated under Jersey laws and Belgian SICAVs are offshore funds). Other than 'open ended' investment companies, non-resident companies generally are not offshore funds but you should check this with the fund manager or your tax adviser.

In certain circumstances, gains on disposals of holdings in offshore funds are charged to tax as income instead of being taxed as capital gains.

Where that is not the case, return any gain or loss on disposal on the 'Partnership Disposal of Chargeable Assets' pages and not in box 2.9. If this applies, you can download those pages, go to www.gov.uk and search for 'SA803'.

Enter any income the partnership receives from the offshore fund on page PF 1 or on page PS 1 as appropriate, see 'Interest from overseas unit trusts and other investment funds' on page PFN 3 for help.

Filling in boxes 2.6 to 2.10

Enter in boxes 2.6 to 2.10 the totals of income remittable to the UK (in sterling) and the corresponding UK and foreign tax (also in sterling).

Transfer of information to the Partnership Statement

The partners need to distinguish between the different classes of income and tax credits identified in boxes 2.6 to 2.10 when calculating

the tax due on their shares of foreign income.

Transfer the amounts shown in the totals boxes 2.6 to 2.10 to the appropriate boxes in the Partnership Statement.

Transfer the figure in:

- box 2.6 (total interest and other savings income) to box 14 of the Partnership Statement
- box 2.6A (total dividend income) to box 14A
- box 2.7 (total overseas letting income and chargeable premiums) to box 17
- box 2.8 (foreign tax deducted from the income in boxes 2.6, 2.6A and 2.7) to box 28
- the figure in box 2.9 (offshore funds) to box 18
- the figure in box 2.10 (losses on overseas income) to box 21

Income from land and property abroad

Furnished holiday lettings in the European Economic Area (EEA)

If you have income from the commercial letting of furnished holiday accommodation in the EEA, you can claim the same reliefs that apply to commercially let furnished holiday accommodation in the UK. If you let qualifying holiday accommodation in the EEA. For more information go to www.gov.uk and search for 'SA253'. You will need to complete the 'Partnership UK property' pages, go to www.gov.uk and search for 'SA801'. The 'notes' for those pages explain how to do this.

To enable any partner to claim Foreign Tax Credit Relief or to deduct the foreign tax in computing partnership foreign income or losses, complete page PF 4 of the 'Partnership Foreign' pages.

Before you fill in columns A to D on page PF 2, complete pages PF 3 and PF 4. Fill in page PF 3 if the partnership had:

- only 1 overseas let property
- if more than 1 but they are all in the same foreign country
- if more than 1 but there has been no foreign tax deducted from the income and all the income is remittable

Otherwise, fill in a copy of page PF 3 for each overseas let property. Either take copies of page PF 3 before you start filling it in, go to www.gov.uk and search for 'SA802'. Please put the partnership's name and tax reference next to the property address box on each copy of page PF 3 you fill in.

Column A

Enter the name of the country where the property is situated.

Column B

Fill in pages PF 3 and PF 4 of the 'Partnership Foreign' pages to calculate the amount to be entered in this column.

Column D

If the partnership has paid foreign tax on rental income arising in the return period, enter the amount in column D. Enter the full amount, in sterling, of foreign tax paid.

Filling in page PF 3

First, enter the full address of the property, or if page PF 3 is to be used for more than 1 let property, the address of the first property. Use the 'Additional information' box on page PF 4 for the addresses of the other properties.

Income

Box 2.11

If the partnership enters into any transaction that produces rents or other receipts from any right or interests it holds in land or property situated abroad, those rents and receipts are taxable.

Enter in box 2.11 the full amount of the receipts from the property in question, but excluding any chargeable premiums.

'Income' includes receipts in cash or in kind. It is taxed when it is earned, even if the partnership does not receive the money or goods until later. Include in box 2.11 any rent the partnership receives (or will receive) after 5 April 2017 that is payment for the year ended 5 April 2017 (because it is paid in arrears). Exclude from box 2.11 any rent received which relates to any period after 5 April 2017 (because it is paid in advance). It must be included in the income for the year to which it relates. Make sure you do not count money received in this year if it was included in an earlier year.

Generally, most income will be rental income from a tenancy, leasing or licensing agreement over the land or property. Rental income from furnished, unfurnished, commercial and domestic accommodation, and from any land, should all be included in the overall total. If the property is let furnished, any sums that a tenant may pay for

the use of furniture will be taxed as income of the business. Add all this income together and enter in box 2.11.

Receipts other than rent

Receipts other than rents are also taxable. Some of the main categories are:

- rent charges, ground rents
- income arising from the grant of sporting rights
- income arising from letting others tip waste on the land
- income from letting someone use the land when no lease or licence is created; for example, receipts from a film crew who pay to film on the land

This list is not comprehensive. If you do not know whether to include a particular sum, ask us or your tax adviser.

Chargeable premiums

Premiums paid for the grant of a lease, certain other lump sum payments and other forms of consideration given in connection with the right to possession of a property, are also taxable but on a special basis.

Broadly, for leases over 50 years the entire premium is treated as a capital receipt and so does not form part of the income of the business. For leases of up to 50 years the premium is treated as partly capital and partly rent, and only the rent is taxed.

Use the Working Sheet below to calculate the taxable amount.

Working Sheet for chargeable premiums - leases up to 50 years

Premium

A £

Number of complete periods of 12 months in the lease (ignore the first 12 months of the lease)

B £

50 minus box B

C £

Box C divided by 50

D £

Box A multiplied by box D

E £

Copy the figure in box E to the 'chargeable premiums' row in column B.

If the partnership paid foreign tax in respect of the premium, apportion the amount of foreign tax as appropriate and enter in column D the amount appropriate to the part of the premium that is taxable in the UK.

If you are in doubt whether any payment you have received constitutes a premium, ask us or your tax adviser. There can be a premium charge where you have assigned a lease but not required the payment of a premium. If you have assigned a lease and are not sure of all the consequences of that assignment, ask us or your tax adviser.

Reverse premiums

If the partnership receives a payment or other benefit as an inducement to take an interest in any property for letting, the receipt will be chargeable as income from property. Include the receipt in box 2.11. If it receives an inducement in respect of premises from which it is to trade, each partner will have to include their share of the inducement on their 'Partnership' pages.

If you are in any doubt about the proper tax treatment of a reverse premium, ask us or your tax adviser.

Box 2.11A

Tick box 2.11A if box 2.11 contains income from more than 1 overseas let property.

Box 2.11B

Tick box 2.11B if box 2.11 contains income that is unremittable. Fill in a separate page PF 3 for each property producing unremittable income. Exclude the box 2.26 or box 2.27 figure from the 'Taxable profit or loss' column on page PF 4.

Expenses

Boxes 2.12 to 2.17

If the total property income in the year before expenses is less than £83,000 annually, you do not have to list expenses separately. Instead, enter the total expenses in box 2.17.

The following guidelines give an indication of the main types of expenses likely to arise in a rental business and what usually can or cannot be claimed as a deduction against income from land and property.

Non-allowable expenses

- A partner's personal expenses (see the notes about box 2.20 on page PFN 8)
- Capital costs, such as expenses relating to

the purchase of the land or property that the partnership intends to let, or the cost of buying machinery, furnishings or furniture

- Any loss made on the sale of a property

Allowable expenses

- In general, any costs you incurred for the sole purpose of earning business profits
- You may be able to claim the cost of replacing domestic items in residential lettings or capital allowances on the cost of buying a capital asset

The expenses must be allocated to the correct return period and it may be necessary to apportion certain expenses to arrive at the correct amount.

Box 2.12 Rent, rates, insurance, ground rents, etc

Any rent paid under a lease of a property let to someone else can be deducted in working out the business profits.

Other expenses connected with the property such as local rates or ground rents are also allowable. Enter in box 2.12 the total of any such expenses incurred in the period for all properties comprised in your business.

Include in box 2.12 any expenses the partnership must incur as landlord insuring any let property and its contents. Insurance against loss of rents is also an allowable cost, but you must include in box 2.11 any income received as a result of taking out such insurance. But insurances that extend beyond the rental business, such as partners' personal policies or those insuring your private belongings, are not allowable costs.

Box 2.13 Repairs and maintenance

Expenses that prevent the property from deteriorating can be deducted as a repair. Examples include exterior and interior painting, stone cleaning, damp treatment, roof repairs, furniture repairs and repairs to lifts and other machines that form part of the property.

Where maintenance and repairs of property are made unnecessary by improvements, additions or alterations, part of the outlay equal to the estimated cost of the maintenance and repairs can be claimed as an expense. No expense can be claimed, however, where:

- the alterations and so on, are so extensive as to amount to the reconstruction of the property, or
- there is a change in the use of the property that would have made the maintenance or repairs unnecessary

If you are in doubt whether any work undertaken on the property constitutes a repair or maintenance, ask us or your tax adviser.

Renewals

The renewals allowance for the cost of replacing items is no longer available. You may be able to claim capital allowances on some of your capital items such as furniture, furnishings, appliances and kitchenware in box 2.24.

Box 2.14 Finance charges, including interest

Include in box 2.14 expenses which relate to the financial side of the rental business. Costs incurred in obtaining a loan or an alternative finance arrangement to buy a property that is let are allowable as a deduction. So is any interest incurred on the loan or alternative finance payments under an alternative finance arrangement. An alternative finance payment is the charge made by your finance provider over and above the original cost of the asset in the alternative finance arrangement. If you are unsure whether any financial cost is allowable as a deduction, ask us or your tax adviser.

Box 2.15 Legal and professional costs

Below are some examples of expenses the partnership cannot deduct and those it can.

Non-allowable expenses

- Expenses in connection with the first letting or subletting of a property for more than 1 year
These include, for example, legal expenses (such as the cost of drawing up the lease), agents' and surveyors' fees and commission
- Any proportion of the legal and so on, costs that relate to the payment of a premium on the renewal of a lease
- Fees incurred in obtaining planning permission or on the registration of title when buying a property

Allowable expenses

- Expenses for the let of 1 year or less.
- The normal legal and professional fees you incurred on the renewal of a lease, if the lease is for less than 50 years
- Professional fees incurred evicting an unsatisfactory tenant, with a view to reletting, or those on an appeal against a compulsory purchase order
- Professional fees in drawing up accounts

If you are not sure whether any legal or professional fee is allowable as a deduction, ask us or your tax adviser.

Box 2.16 Cost of services provided, including wages

If, in addition to letting a property, the partnership provides any service to the tenant (such as gardening, portage, cleaning or even communal hot water) which requires a degree of maintenance and thus expense, you can claim the cost of these services to the extent that they are provided wholly and exclusively for the purposes of the letting.

You should include in box 2.16 the total of any such expenses for all properties and their associated services. If the partnership receives any income for any service provided, this should be entered in box 2.11.

Box 2.17 Other expenses

Enter in box 2.17 all expenses incurred wholly and exclusively for the purpose of the rental business that are not already included in boxes 2.12 to 2.16. Examples include the costs of rent collection, advertising for tenants, travelling solely for business purposes, stationery, phone calls and other miscellaneous expenses.

Partners' personal expenses are not allowable. If the partnership spends money on something only partly used for the property, you must enter only the amount expended for business purposes in box 2.17. Alternatively, enter the whole amount and deduct in box 2.20 the proportion of the cost that represents personal use.

Tax adjustments

To arrive at the income (or the allowable loss) for tax purposes, you need to make certain adjustments to the net profit or loss arising in the year in box 2.19. The main adjustments are listed below.

Box 2.20 Private use

Private and personal expenses are not allowable. If the partnership spends money on something only partly used for the rental business and partly for a non-business reason you must either enter the:

- amount expended for business purposes in boxes 2.12 to 2.17
- whole expenses in those boxes and deduct in box 2.20 the proportion of the cost that represents your personal use or the non-business element

For example, if the partnership lets out a property for only 8 months in a year and a partner uses it for the other 4 months, you can put the full annual cost of insuring the property in box 2.12. If you do, you should add back one third of that cost in box 2.20.

If you are in any doubt whether a particular expense needs to be apportioned between business and private use, ask us or your tax adviser.

Boxes 2.21 and 2.23 Capital allowances and balancing charges

In working out the rental business profits you must not deduct:

- the cost of buying, altering, building, installing or improving fixed assets
- depreciation or any losses that arise when you sell them

Instead, the partnership may be able to claim capital allowances in box 2.23. These reduce a profit or increase a loss. An adjustment, known as a balancing charge, may arise when it sells an item, gives it away or stops using it in the business. Enter the amount of balancing charges in box 2.21. These increase the profits or reduce a loss.

However, if the partnership lets a dwelling house, capital allowances are not available on any machines, furniture or furnishings supplied. See the notes on box 2.24 (on the cost of replacing domestic items).

Your tax adviser, if you have one, will tell you how to calculate capital allowances and balancing charges.

From April 2012 if you purchase or sell a property which contains fixtures (for example, kitchen fittings, electrical or heating systems) you must agree the part of the purchase price to be attributed to those fixtures with the other party to the sale. Normally, you should fix your mutual agreement by means of a joint election (called a 'section 198' or 'section 199' election) which you must notify to HM Revenue and Customs within 2 years of the date of transfer.

From April 2014 if you buy or sell a property the new owner will not be able to claim allowances for fixtures if the past owner did not pool their qualifying expenditure on the fixtures. Pooling includes making a claim for First Year Allowance or Annual Investment Allowance in respect of the expenditure. It is not necessary for the last owner to claim writing down allowances. As a rule, the past owner is the last person who was entitled to claim capital allowances on the fixtures.

If you do not have a tax adviser and want further information, go to www.gov.uk/topic/business-tax/capital-allowances

Box 2.23A

Tick box 2.23A if box 2.23 includes enhanced capital allowances for spending on designated environmentally beneficial plant and machinery, go to www.gov.uk/capital-allowances/first-year-allowances for more information.

Box 2.24 Costs of replacing domestic items

If the partnership lets any residential accommodation (such as a house or flat, other than as a furnished holiday letting), capital allowances are not available on expenditure on assets in the dwelling house.

Instead, the partnership can claim the cost of any replacement domestic items for use in the accommodation by putting an amount in box 2.24

This cost can be claimed where:

- it is actually incurred on purchasing a replacement domestic item – you can't claim the initial cost for an item provided for use in the accommodation for the first time
- the new item is provided solely for the use of the tenants in the accommodation and the old item is no longer be available for use
- if the new item is an improvement on the old item, the cost you can claim is limited to the cost of purchasing an equivalent replacement to the old item – the new item is an improvement if there's a substantial upgrade in the function, materials or quality over the old item, unless this is due to the new item being the nearest available modern equivalent

Domestic items include items such as:

- moveable furniture e.g. beds, free-standing wardrobes
- furnishings for example, curtains, linens, carpets, floor coverings
- household appliances for example, televisions, fridges, freezers
- kitchenware for example, crockery and cutlery

Capital allowances can be claimed for items in a property, if the partnership lets furnished, but not residential accommodation. If capital allowances can be claimed, you cannot claim the cost of replacing domestic items.

10% wear and tear – partnerships with non-tax year basis periods

For partnerships with basis periods that don't coincide with the tax year, an election for the wear and tear allowance can still be made in

respect of the period to 5 April 2016 and will be 10% of the net rents attributable to this part of the period. The cost of replacing domestic items will then be allowable for any qualifying expenditure incurred from 6 April 2016. Put the total of these 2 amounts in box 2.24.

Boxes 2.26 and 2.27 Adjusted profit or loss

If you filled in 1 page PF 3

Enter any net profit in box 2.26. If there is a net loss enter '0' in box 2.26 and the amount of the loss in box 2.27. Go on to page PF 4.

If you filled in more than 1 page PF 3

Enter any net profit in box 2.26. If there is a net loss enter '0' in box 2.26 and the amount of the loss in box 2.27. Go on to page PF 4.

Filling in page PF 4

If you completed 1 page PF 3 fill in boxes 2.28 to 2.30. If you completed more than 1 page PF 3, provide details about each let property, using a separate line of the grid for each, and then fill in boxes 2.31 to 2.34.

Taxable profit for the year if you filled in 1 page PF 3

Boxes 2.28 and 2.29

If you completed only 1 page PF 3 and there is more than 1 let property, the profits and losses of all the rented properties must be pooled in order to calculate the overall result.

Box 2.28

Enter in box 2.28 the taxable profit from box 2.26 on page PF 3. Copy box 2.28 to column B on page PF 2.

Box 2.29

Enter in box 2.29 any allowable loss from box 2.27 on page PF 3. Copy box 2.29 to box 2.10 on page PF 2.

Foreign tax paid on the rental income

Box 2.30

If you have paid foreign tax enter the amount of foreign tax paid in box 2.30. Copy box 2.30 to column D on page PF 2.

Foreign tax paid on rental income

Box 2.32

Add up the foreign tax deducted and enter the total in box 2.32.

Box 2.33

After allocating any losses in the most favourable way, add up the amounts chargeable and enter the total in box 2.33.

Box 2.34

If the overall result is a loss, enter the loss in box 2.34. Copy box 2.34 to box 2.10 on page PF 2.

Filling in the columns on page PF 2

Column A

Enter 'see page PF 4'.

Column B

Enter the overall amount of profit for the year from box 2.31.

Column D

Enter any foreign tax deducted from box 2.32.