

Short term rental setup budget

Prepare a budget for an existing unit. Add property acquisition costs separately. Use actual quotations and calculate the totals manually.

Property: [address]. Budget date: [date]. Prepared by: [name]. Target first stay: [date].

Initial purchases

Item	Quantity / unit RM	Total RM	Source / date / replacement
Furniture	[Qty / RM]	[RM]	[Quote / date / cycle]
Appliances	[Qty / RM]	[RM]	[Quote / date / cycle]
Linen and small items	[Qty / RM]	[RM]	[Quote / date / cycle]
Access equipment	[Qty / RM]	[RM]	[Quote / date / cycle]
Safety equipment	[Qty / RM]	[RM]	[Quote / date / cycle]
Minor works	[Qty / RM]	[RM]	[Quote / date / cycle]
Initial cleaning	[Qty / RM]	[RM]	[Quote / date / cycle]
Photographs	[Qty / RM]	[RM]	[Quote / date / cycle]
Permits and advice	[Qty / RM]	[RM]	[Quote / date / cycle]
Other costs	[Qty / RM]	[RM]	[Quote / date / cycle]

Purchase subtotal: RM [amount]. Delivery and installation: RM [amount]. Initial cost contingency: RM [amount and basis].

Separate cash reserve: RM [amount and basis]. Total initial cash requirement: RM [amount].

Fictional initial cash example

Furniture RM8,000 + appliances RM4,000 + linen and small items RM1,500 + access and safety RM1,000 + cleaning and photographs RM500 = RM15,000.

RM15,000 + 10% initial contingency of RM1,500 + RM6,000 cash reserve = RM22,500. These figures are assumptions, not market prices.

Monthly costs and first stay checks

Cost	Amount RM	Basis and source date
Fixed operating costs	[Amount]	[Per month / source]
Finance payment or rent	[Amount]	[Per month / source]
Management	[Amount]	[Fixed / percentage / minimum]
Cleaning and linen	[Amount]	[Per stay / source]
Variable costs	[Amount]	[Per occupied night / source]
Reserve allocation	[Amount]	[Per month / basis]
Other costs	[Amount]	[Basis / source]

Unknown costs: [items and next action]. Do not treat an unknown amount as zero.

First stay checklist

1. Confirm the owner authority and proposed property use.
2. Confirm local requirements and retain the authority response.
3. Check building rules, insurance, and applicable safety requirements.
4. Test access and prepare the guest rules and inventory.
5. Assign guest support, cleaning, inspections, repairs, and accounts.
6. Test weak-month cashflow and payment delays.

Open item	Responsible person	Evidence / due date
[Item]	[Name]	[Reference / date]
[Item]	[Name]	[Reference / date]
[Item]	[Name]	[Reference / date]

Guide: propcashflow.my/blog/short-term-rental-business-malaysia/