Harbour Trading Ltd - Depreciation Schedule

Resource OF-XLS-FIN-006 - Version 1.0

Purpose

Work out the depreciation charge for each fixed asset for the year, the accumulated depreciation to date, and the net book value. with the Fixed Asset Register (asset-register): use the same asset names and asset tags in both, so an asset can be followed from t schedule.

How to use

1. Start on the Setup sheet: enter your company name, currency, and the year end date.

2. Enter each asset on the Depreciation Schedule sheet: cost, method, useful life or rate, and the opening accumulated depreciatio

3. The annual charge, closing accumulated depreciation, and net book value are formulas. Do not type over the grey cells.

4. Use the Summary sheet to check the totals: total cost, total charge for the year, total accumulated depreciation, and total net bo

Example figures

All figures in this workbook are examples for a fictional company, Harbour Trading Ltd. They are illustrative only. Overwrite th your own figures. Grey cells are formulas: do not type over them.

Assumptions

- Straight-line: annual charge is cost divided by useful life in years.

- Reducing balance: annual charge is the opening net book value (cost less opening accumulated depreciation) multiplied by the

- Closing accumulated depreciation is capped at cost, so net book value never goes below zero.

- The example assets match the Fixed Asset Register example assets: Office delivery van, Desktop computer set, Photocopier, O Warehouse shelving unit.

What this workbook is NOT

- Not a tax calculation. Tax depreciation rules differ by country; this schedule is for the accounts.

- Not a replacement for the Fixed Asset Register. Keep the register for asset details and this schedule for the yearly charge.

Notes

- Add extra rows inside the table if you need more than 20 assets, and copy the formulas down.

- Review the method and useful life for each asset every year.

Setup - lists and settings

Workbook settings

Company name	Harbour Trading Ltd	Shown on the Depreciation Schedule sheet. Replace with your own company name.
Currency label	USD	Shown in column headings. Change to your currency (for example, PKR, EUR, GBP).
Year ending	30 Nov 2026	Year end for this depreciation schedule.

Methods

Straight-line
Reducing balance

Depreciation Schedule

Company: Harbour Trading Ltd - Year ending: 30 Nov 2026

Asset	Asset tag	Category	Purchase date	Err:508	Method	Useful life (years)	Rate	Err:508	Err:508	Err:508	Err:508
Office delivery van	FA-001	Vehicle	15 Mar 2024	240,000.00	Straight-line	8		60,000.00	30,000.00	90,000.00	150,000.00
Desktop computer set (6 units)	FA-002	IT equipment	10 Jan 2025	48,000.00	Straight-line	4		12,000.00	12,000.00	24,000.00	24,000.00
Photocopier	FA-003	Office equipment	05 Jun 2023	36,000.00	Reducing balance		25.0%	15,750.00	5,062.50	20,812.50	15,187.50
Office furniture set	FA-004	Furniture	20 Sep 2024	54,000.00	Straight-line	10		5,400.00	5,400.00	10,800.00	43,200.00
Warehouse shelving unit	FA-005	Warehouse equipment	12 Feb 2026	22,500.00	Straight-line	10		0.00	2,250.00	2,250.00	20,250.00
Totals				**400,500.00**				**93,150.00**	**54,712.50**	**147,862.50**	**252,637.50**
Check				**Totals agree: cost equals accumulated depreciation plus net book value.**							

Summary

All amounts in the currency shown on Setup.

Depreciation totals

Assets listed	5
Total cost	400,500.00
Annual charge for the year	54,712.50
Total accumulated depreciation	147,862.50
Total net book value	**252,637.50**
Check	**Totals agree: cost equals accumulated depreciation plus net book value.**