

## BUDGET CERTIFICATE

### Mitre House

01 January 2018 - 31 December 2018

### SERVICE CHARGE

The Service Charge, payable collectively by the property owners of the block, is based upon the budget as outlined below.

	Service Charge	TOTAL
Drain Maintenance	£ 150.00	£ 150.00
General repairs	£ 3,500.00	£ 3,500.00
Gutter Clearing	£ 85.00	£ 85.00
Cleaning	£ 2,800.00	£ 2,800.00
Door Entry	£ 250.00	£ 250.00
Lift Maintenance Contract	£ 1,700.00	£ 1,700.00
Lift Phone	£ 600.00	£ 600.00
Electricity	£ 700.00	£ 700.00
Accountancy Fees	£ 750.00	£ 750.00
Management Fees	£ 7,800.00	£ 7,800.00
Professional fees	£ 1,000.00	£ 1,000.00
Asbestos survey / Works	£ 420.00	£ 420.00
Health & Safety Survey	£ 400.00	£ 400.00
Water Hygiene / Testing	£ 1,296.00	£ 1,296.00
Fire Equipment Maintenance	£ 490.00	£ 490.00
Buildings Insurance	£ 1,791.00	£ 1,791.00
Sundries	£ 100.00	£ 100.00
Bank Charges	£ 30.00	£ 30.00
<b>TOTAL</b>	<b>£ 23,862.00</b>	<b>£ 23,862.00</b>

### RESERVE FUND

Annual contribution to assist in funding future periodic maintenance will be collected as:

General Reserve - Reserve Fund Contribution	£ 15,000.00
<b>TOTAL</b>	<b>£ 15,000.00</b>



CERTIFIED BY: MAUNDER TAYLOR

DATE: 05 December 2017