

Mitre House Management Limited
SERVICE CHARGE EXPENSE DETAIL REPORT
Mitre House SW3
Year Ended 31/12/2012

Schedule/Expense	Date	Supplier	Description	Expenditure
INCOME				
Bank interest Received	09/01/12	Lloyds TSB	Net Credit Interest	£0.11
	09/02/12	Lloyds TSB	Net Credit Interest	£4.30
	19/03/12	Lloyds TSB	Net Credit Interest	£6.07
	20/04/12	Lloyds TSB	Net Credit Interest	£6.70
	20/05/12	Lloyds TSB	Net Credit Interest	£6.56
	19/06/12	Lloyds TSB	Net Credit Interest	£6.11
	21/07/12	Lloyds TSB	Net Credit Interest	£7.23
	20/08/12	Lloyds TSB	Net Credit Interest	£7.30
	20/09/12	Lloyds TSB	Net Credit Interest	£6.71
	21/10/12	Lloyds TSB	Net Credit Interest	£7.44
	18/11/12	Lloyds TSB	Net Credit Interest	£7.00
	22/12/12	Lloyds TSB	Net Credit Interest	£7.48
				£73.01
EXPENDITURE				
Cleaning	01/01/12	KFH O&G 2011	Cleaning	£182.72
	19/01/12	Office & General	Cleaning	£182.72
	19/02/12	Office & General	Cleaning	£182.72
	19/03/12	Office & General	Cleaning	£182.72
	19/04/12	Office & General	Cleaning	£182.72
	19/05/12	Office & General	Cleaning	£182.72
	19/06/12	Office & General	Cleaning	£182.72
	19/07/12	Office & General	Cleaning	£182.72
	19/08/12	Office & General	Cleaning	£182.72
	19/09/12	Office & General	Cleaning	£182.72
	19/10/12	Office & General	Cleaning	£187.19
	19/11/12	Office & General	Cleaning	£187.19
	19/12/12	Office & General	Cleaning	£187.19
Additional Misc Cleaning	02/02/12	Cleaning Supplie 4 U	Supplies	£23.39
	20/08/12	Powertools Direct	Equipment	£155.69
	30/11/12	Bunzl	Supplies	£61.13
	10/08/12	KFH Refund	refunded	-£148.99
				£2,479.99
Communal Electricity	01/01/12	Southern Electric	Electricity Useage KFH 2011	£0.22
	01/01/12	Southern Electric	Electricity Useage KFH 2011	£127.38
	16/03/12	Southern Electric	Electricity Useage	£126.97
	16/06/12	Southern Electric	Electricity Useage	£129.69
	31/08/12	Southern Electric	Electricity Useage	£125.60
	11/11/12	Southern Electric	Electricity Useage	£20.20
	28/12/12	British Gas	Electricity Useage	£15.94
				£546.00
General Repairs:				
External Repairs - minor	01/02/12	Ketoplastics	9 new dustbins	£135.00
				£135.00
Internal Repairs - minor	22/03/12	Wayfair	Lighting	£426.65
	05/04/12	Leyland	supplies	£150.65
	05/04/12	Leyland	supplies	-£19.68
	27/04/12	Wayfair	Lighting	-£105.19
	16/05/12	Clerkenwell Screws	Floor plates	£17.80
	16/08/12	Leyland	supplies	£128.93
	21/08/12	Leyland	supplies	£50.12
	29/08/12	Leyland	supplies	-£59.38
	18/09/12	That's Andy	supplies	£44.92
				£634.82
Electrical Work & Repairs	07/09/12	S&M Electrics	Electrical works	£381.40
	19/09/12	Ryness	Electrical supplies	£55.20
	17/12/12	PGS	Electrical supplies	£123.60

	19/12/12	PGS	Electrical supplies	£127.98
				£688.18
Entryphone	15/06/12	Entryphone	Annual Contract	£227.28
				£227.28
Draincleaning	31/12/12	MHML	Maintenance	£130.00
				£130.00
Fire Equipment Maintenance	28/08/12	AFM	Fire Report/Safety	£330.00
				£330.00
Building Insurance	30/09/12	AXA Insurance	Freeholder's Building Insurance	£1,821.48
				£1,821.48
Engineering Insurance	05/07/12	Allianz	Lift Insurance	£382.39
				£382.39
Lift Maintenance	01/01/12	Amazon	supplies/protector	£227.73
	01/04/12	PIP Lifts	Lift Contract Maintenance	£1,065.27
	10/08/12	KFH Refund 2011	Lift Contract Maintenance	-£308.92
				£984.08
Lift Telephone 0416	05/02/12	British Telecom	2075840416	£66.60
	03/05/12	British Telecom	2075840416	£66.60
	05/08/12	British Telecom	2075840416	£44.94
	19/11/12	British Telecom	2075840416	£62.43
				£240.57
Sundries (Light Bulbs)	22/03/12	Peter Jones	bulbs	£13.70
	03/09/12	Xmod Ltd	bulbs	£27.06
	24/12/12	Ryness	bulbs	£36.24
				£77.00
Sundries (Misc)	31/12/12	MHML	Photostats etc	£65.00
				£65.00
Postage & Shipping	01/02/12	Ketoplastics	dustbins delivery	£15.00
	02/02/12	Cleaning Supplies 4 U	delivery cost	£8.34
				£23.34
Management Fees	25/03/12	MHML	Quarterly Fees	£1,080.00
	25/06/12	MHML	Quarterly Fees	£1,080.00
	25/09/12	MHML	Quarterly Fees	£1,080.00
	25/12/12	MHML	Quarterly Fees	£1,080.00
				£4,320.00
Bookeeping & Accountancy	28/02/12	Elliotts Shah	KFH Annual Accounts 2011	£1,365.00
	31/12/12	Pembertons	Annual Accounts 2012	£695.00
				£2,060.00

Total Expenditure YE2012

£15,145.00

