

SERVICE CHARGE BUDGET

MAXIMUS MANAGEMENT COMPANY LTD
01/01/18 - 31/12/18



david charles
property consultants
020 8866 0001

CATEGORY	Final Budget 2018
INSURANCE	
Directors & officers Insurance	150.00
Buildings including IPT	2750.00
TOTAL INSURANCE	2900.00
GARDEN MAINTENANCE	
Garden Contract	1850.00
TOTAL GARDEN MAINTENANCE	1850.00
CLEANING	
Light Bulbs	40.00
Common Parts	2100.00
Window Cleaning	350.00
TOTAL CLEANING	2490.00
WATER RATES	
Individual flats water rates	2355.00
TOTAL WATER RATES	2355.00
ELECTRICITY	
Common Parts	400.00
TOTAL ELECTRICITY CONSUMPTION	400.00
GENERAL MAINTENANCE	
Fob Keys	
Contingency	536.00
TOTAL GENERAL MAINTENANCE	536.00
HEALTH & SAFETY	
Emergency Lighting & Inspection	500.00
Property Risk Assessments/Fire Risk	500.00
TOTAL HEALTH & SAFETY	1000.00
ACCOUNTS	
Accounts	450.00
TOTAL ACCOUNTS	450.00
STATUTORY EXPENDITURE	
Companies' House fee	72.00
TOTAL STATUTORY EXPENDITURE	72.00
MANAGEMENT FEE & MEETINGS	
Out of office	47.00
David Charles Property Consultants	4400.00
TOTAL MANAGEMENT FEE	4447.00
TOTAL EXPENDITURE EXCLUDING SINKING FUND	16500.00
SINKING FUND	
Decoration of Communal Areas	1500.00
TOTAL	18000.00