

Strata Property Act
Form B
INFORMATION CERTIFICATE
 (Section 59)

The Owners, Strata Plan EPS3957 (Residential Section) certify that the information contained in this certificate with respect to Strata Lot 13 (201 – 1150 Oxford St Whiterock BC) is correct as of the date of this certificate.

(a) Monthly strata fees payable by the owner of the strata lot described above	\$151.03	
(b) Any amount owing to the strata corporation by the owner of the strata lot described above (other than an amount paid into court or to the strata corporation in trust under section 114 of the Strata Property Act)	\$233.69	
(c) Are there any agreements under which the owner of the strata lot described above takes responsibility for expenses relating to alterations to the strata lot, the common property or the common assets? If Yes, copy of all agreements attached.	No ☒	Yes ☐
(d) Any amount that the owner of the strata lot described above is obligated to pay in the future for a special levy that has already been approved The payment is to be made by _____	\$0.00	
(e) Any amount by which the expenses of the strata corporation for the current fiscal year are expected to exceed the expenses budgeted for the fiscal year.	N/A	
(f) Amount in the contingency reserve fund minus any expenditures which have already been approved but not yet taken from the fund.	\$6,635.36 12/31/2018	
(g) Are there any amendments to the bylaws that are not yet filed in the land title office? If Yes, copy of all amendments attached.	No ☒	Yes ☐
(h) Are there any resolutions passed by a ¾ vote or unanimous vote that are required to be filed in the land title office but that have not yet been filed in the land title office? If yes, copy of all resolutions attached.	No ☒	Yes ☐
(h.1) Are there any winding-up resolutions that have been passed? If yes, copy of resolutions attached.	No ☒	Yes ☐
(i) Has notice been given for any resolutions, requiring a ¾ vote, 80% vote or unanimous vote or dealing with an amendment to the bylaws, that have not yet been voted on? If yes, copy of all notices attached.	No ☒	Yes ☐
(j) Is the strata corporation party to any court proceedings, arbitration or tribunal proceeding, and/or are there any judgments or orders against the strata corporation? If yes, copy of details attached.	No ☒	Yes ☐
(k) Have any notices or work orders been received by the strata corporation that remain outstanding for the strata lot, the common property or the common assets? If yes, copy of all notices or work orders attached.	No ☒	Yes ☐
(l) Number of strata lots in the strata plan that are rented. <i>*(There may be strata lots rented that the Strata Corporation is not aware of. There may be applications from owners for permission to rent which have not yet been considered by council)</i>	*	

Date: February 27, 2019



Signature of Strata Manager, Susan MacGregor
 On behalf of the Owners, Strata Plan EPS3957

(m)	Are there any parking stall(s) allocated to the Strata Lot?	No ☐	Yes ☒
(i) if no, complete the following by checking the box ☐ No parking stall is available ☐ No parking stall is allocated to the strata lot but parking stall(s) within common property maybe available			
(ii) if yes, complete the following by checking the correct box(es) and indicating the parking stall(s) to which the checked box(es) apply. ☐ Parking stall(s) number(s) _____ is/are part of the Strata Lot ☐ Parking stall(s) number(s) _____ is/are separate strata lot(s) or parts of a Strata Lot _____ (strata lot number(s), if known, for each parking stall that is a separate strata lot or part of a separate strata lot) ☒ Parking stall(s) number(s) <u>65</u> is/are limited common property ☐ Parking stall(s) number(s) _____ is/are common property			
(iii) For each parking stall allocated to the strata lot that is common property, check the correct box and complete the required information. ☐ Parking stall(s) number(s) _____ is/are allocated with the Strata Council approval* ☐ Parking stall(s) number(s) _____ is/are allocated with the Strata Council approval and rented at \$ _____ per month* ☐ Parking stall(s) number(s) _____ may have been allocated by owner developer assignment Details: _____ *Note: The allocation of a parking stall that is common property may be limited as short term exclusive use subject to section 76 of the Strata Property Act, or otherwise, and may therefore be subject to change in the future.			

Date: February 27, 2019



Signature of Strata Manager, Susan MacGregor
On behalf of the Owners, Strata Plan EPS3957

(n)	Are there any storage locker(s) allocated to the Strata Lot?	No ☐	Yes ☒
(i) if no, complete the following by checking the box ☐ No storage locker is available ☐ No storage locker is allocated to the strata lot but storage lockers within common property maybe available			
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Required attachments: In addition to the attachments mentioned above, section 59(4) of the Strata Property Act requires that copies of the following must be attached to this Information Certificate:

- ☒ The rules of the Strata Corporation;
- ☒ The current budget of the Strata Corporation;
- ☒ The owner developer's Rental Disclosure Statement under section 139, if any; and
- ☐ The most recent depreciation report, if any, obtained by the strata corporation under section 94

Date: February 27, 2019



Signature of Strata Manager, Susan MacGregor
On behalf of the Owners, Strata Plan EPS3957

Strata Property Act
Form B
INFORMATION CERTIFICATE
 (Section 59)

The Owners, Strata Plan EPS3957 (Strata Corporation) certify that the information contained in this certificate with respect to Strata Lot 13 (201– 1150 Oxford St Whiterock, BC) is correct as of the date of this certificate.

(a) Monthly strata fees payable by the owner of the strata lot described above	\$336.29	
(b) Any amount owing to the strata corporation by the owner of the strata lot described above (other than an amount paid into court or to the strata corporation in trust under section 114 of the Strata Property Act)	\$0.00	
(c) Are there any agreements under which the owner of the strata lot described above takes responsibility for expenses relating to alterations to the strata lot, the common property or the common assets? If Yes, copy of all agreements attached.	No ☒	Yes ☐
(d) Any amount that the owner of the strata lot described above is obligated to pay in the future for a special levy that has already been approved The payment is to be made by _____	\$0.00	
(e) Any amount by which the expenses of the strata corporation for the current fiscal year are expected to exceed the expenses budgeted for the fiscal year.	N/A	
(f) Amount in the contingency reserve fund minus any expenditures which have already been approved but not yet taken from the fund.	\$14,846.87 12/31/2018	
(g) Are there any amendments to the bylaws that are not yet filed in the land title office? If Yes, copy of all amendments attached.	No ☒	Yes ☐
(h) Are there any resolutions passed by a ¾ vote or unanimous vote that are required to be filed in the land title office but that have not yet been filed in the land title office? If yes, copy of all resolutions attached.	No ☒	Yes ☐
(h.1) Are there any winding-up resolutions that have been passed? If yes, copy of resolutions attached.	No ☒	Yes ☐
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On behalf of the Owners, Strata Plan EPS3957

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- ☒ The current budget of the Strata Corporation;
- ☒ The owner developer's Rental Disclosure Statement under section 139, if any; and
- ☐ The most recent depreciation report, if any, obtained by the strata corporation under section 94

Date: February 27, 2019



Signature of Strata Manager, Susan MacGregor
On behalf of the Owners, Strata Plan EPS3957

Balance Sheet

December 2018

Books = Accrual

RE/MAX dWell Property Management
Suite 270, 4311 Viking Way
Richmond, BC V6V 2K9
p: 604.821.2999 f:604.821.1822

www.dwellproperty.ca

All Selected Properties - 'eps3957','eps3957r'

ASSETS

CURRENT ASSETS

Bank - Operating Account	7,138.21
Bank - Contingency Fund	11,938.88
Prepaid Insurance	6,144.03
Prepaid Expenses	675.70
Accounts Receivable	39,690.63
Receivable - Other	30,183.31
Various Chargeback	-105.00
Interfund Loan - Operating Fund	171.99
Interfund Loan - Contingency Fund	9,715.34

TOTAL CURRENT ASSETS

105,553.09

TOTAL ASSETS

105,553.09

LIABILITIES & OWNERS EQUITY

LIABILITIES

CURRENT LIABILITIES

Prepaid Strata Fees	236.26
Accounts Payable	22,319.93
Accrued Liabilities	30,183.31
Interfund Loan - Operating Fund	9,715.34
Interfund Loan - Contingency Fund	171.99

TOTAL CURRENT LIABILITIES

62,626.83

TOTAL LIABILITIES

62,626.83

OWNERS EQUITY

Operating Fund - Prior Years	547.46
Operating Fund - Current Year	20,896.57
Contingency Fund - Opening Balance	14,939.56
Contingency Fund - Current Year	6,480.75
Contingency Fund - Interest	61.92

TOTAL OWNERS EQUITY

42,926.26

TOTAL LIABILITIES & OWNERS EQUITY

105,553.09

Strata Plan EPS3957 (eps3957)

Balance Sheet December 2018

Books = Accrual

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ASSETS

CURRENT ASSETS

Bank - Operating Account	2,191.47
Bank - Contingency Fund	10,414.09
Prepaid Insurance	6,144.03
Prepaid Expenses	405.60
Accounts Receivable	2,965.11
Receivable - Other	29,342.51
Interfund Loan - Contingency Fund	4,432.78

TOTAL CURRENT ASSETS	55,895.59
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TOTAL ASSETS	55,895.59
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LIABILITIES & OWNERS EQUITY

LIABILITIES

CURRENT LIABILITIES

Accounts Payable	20,953.61
Accrued Liabilities	840.80
Interfund Loan - Operating Fund	4,432.78

TOTAL CURRENT LIABILITIES	26,227.19
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TOTAL LIABILITIES	26,227.19
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OWNERS EQUITY

Operating Fund - Prior Years	-284.19
Operating Fund - Current Year	15,105.72
Contingency Fund - Opening Balance	10,173.98
Contingency Fund - Current Year	4,629.24
Contingency Fund - Interest	43.65

TOTAL OWNERS EQUITY	29,668.40
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TOTAL LIABILITIES & OWNERS EQUITY	55,895.59
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Strata Plan EPS3957r (eps3957r)

Balance Sheet December 2018

Books = Accrual

RE/MAX dWell Property Management
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ASSETS

CURRENT ASSETS

Bank - Operating Account	4,946.74
Bank - Contingency Fund	1,524.79
Prepaid Expenses	270.10
Accounts Receivable	36,725.52
Receivable - Other	840.80
Various Chargeback	-105.00
Interfund Loan - Operating Fund	171.99
Interfund Loan - Contingency Fund	5,282.56

TOTAL CURRENT ASSETS **49,657.50**

TOTAL ASSETS **49,657.50**

LIABILITIES & OWNERS EQUITY

LIABILITIES

CURRENT LIABILITIES

Prepaid Strata Fees	236.26
Accounts Payable	1,366.32
Accrued Liabilities	29,342.51
Interfund Loan - Operating Fund	5,282.56
Interfund Loan - Contingency Fund	171.99

TOTAL CURRENT LIABILITIES **36,399.64**

TOTAL LIABILITIES **36,399.64**

OWNERS EQUITY

Operating Fund - Prior Years	831.65
Operating Fund - Current Year	5,790.85
Contingency Fund - Opening Balance	4,765.58
Contingency Fund - Current Year	1,851.51
Contingency Fund - Interest	18.27

TOTAL OWNERS EQUITY **13,257.86**

TOTAL LIABILITIES & OWNERS EQUITY **49,657.50**

Budget Comparison

All Selected Properties (AllProp)

December 2018

Fiscal Year End September
Books = Accrual

RE/MAX dWell Property Management
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All Selected Properties - 'eps3957','eps3957r'

	MTD Actual	MTD Budget	Variance	% Var.	YTD Actual	YTD Budget	Variance	% Var.	Annual Budget
REVENUE									
Strata Fees	46,751.78	23,823.17	22,928.61	96.25	71,469.84	71,469.51	0.33	0.00	285,878.00
Bylaw Fines	0.00	0.00	0.00	0.00	400.00	0.00	400.00	0.00	0.00
Interest Income	19.68	0.00	19.68	0.00	56.73	0.00	56.73	0.00	0.00
Miscellaneous Income	0.00	108.33	-108.33	-100.00	0.00	324.99	-324.99	-100.00	1,300.00
TRANSFER FROM RESERVES									
Prior Year Brought Forward	0.00	-168.58	168.58	-100.00	0.00	-505.74	505.74	-100.00	-2,023.00
TOTAL TRANSFER FROM RESERVES	0.00	-168.58	168.58	100.00	0.00	-505.74	505.74	100.00	-2,023.00
TOTAL REVENUE	46,771.46	23,762.92	23,008.54	96.83	71,926.57	71,288.76	637.81	0.89	285,155.00
OPERATING EXPENSES									
ADMINISTRATIVE EXPENSES									
Property Management	1,099.88	2,200.00	1,100.12	50.01	4,399.52	6,600.00	2,200.48	33.34	26,400.00
Bank Charges	105.18	95.84	-9.34	-9.75	299.18	287.52	-11.66	-4.06	1,150.00
Sundry, Postage & Copies	2,187.25	112.50	-2,074.75	1844.22	2,397.03	337.50	-2,059.53	-610.23	1,350.00
Professional - Audit	0.00	307.50	307.50	100.00	367.50	922.50	555.00	60.16	3,690.00
Professional - Legal	2,005.85	2,166.66	160.81	7.42	2,058.35	6,499.98	4,441.63	68.33	26,000.00
Insurance	8,080.77	4,041.67	-4,039.10	-99.94	12,622.05	12,125.01	-497.04	-4.10	48,500.00
Telephone	187.44	188.33	0.89	0.47	749.83	564.99	-184.84	-32.72	2,260.00
TOTAL ADMIN. EXPENSES	13,666.37	9,112.50	-4,553.87	-49.97	22,893.46	27,337.50	4,444.04	16.26	109,350.00
UTILITIES									
Utilities - Electricity	3,355.80	1,791.67	-1,564.13	-87.30	3,355.80	5,375.01	2,019.21	37.57	21,500.00
Utilities - Natural Gas	33.86	0.00	-33.86	0.00	90.73	0.00	-90.73	0.00	0.00
Sewer & Water Charges	0.00	1,541.67	1,541.67	100.00	4,725.40	4,625.01	-100.39	-2.17	18,500.00
TOTAL UTILITIES	3,389.66	3,333.34	-56.32	-1.69	8,171.93	10,000.02	1,828.09	18.28	40,000.00
BUILDING MAINTENANCE									
Garbage Disposal & Recycling	878.21	1,250.00	371.79	29.74	3,508.50	3,750.00	241.50	6.44	15,000.00
Janitorial Services	2,773.65	1,833.34	-940.31	-51.29	3,613.65	5,500.02	1,886.37	34.30	22,000.00
Pest Control	0.00	416.67	416.67	100.00	0.00	1,250.01	1,250.01	100.00	5,000.00
General Repairs & Maintenance	1,978.20	333.33	-1,644.87	-493.47	1,978.20	999.99	-978.21	-97.82	4,000.00
Elevator Maintenance	328.65	500.00	171.35	34.27	985.95	1,500.00	514.05	34.27	6,000.00
Mechanical Maintenance	0.00	500.00	500.00	100.00	0.00	1,500.00	1,500.00	100.00	6,000.00
Fire & Alarm Maintenance	0.00	898.33	898.33	100.00	0.00	2,694.99	2,694.99	100.00	10,780.00
Fire & Alarm Monitoring	0.00	0.00	0.00	0.00	630.00	0.00	-630.00	0.00	0.00
Security Service & Cameras	0.00	0.00	0.00	0.00	133.48	0.00	-133.48	0.00	0.00
Window Cleaning	0.00	508.33	508.33	100.00	0.00	1,524.99	1,524.99	100.00	6,100.00
Parkade & Garage Doors	105.00	477.09	372.09	77.99	105.00	1,431.27	1,326.27	92.66	5,725.00
Building Improvements	472.50	956.42	483.92	50.60	472.50	2,869.26	2,396.76	83.53	11,477.00
TOTAL BUILDING MAINTENANCE	6,536.21	7,673.51	1,137.30	14.82	11,427.28	23,020.53	11,593.25	50.36	92,082.00
GROUNDS MAINTENANCE									
Landscaping Services	848.40	916.67	68.27	7.45	1,530.90	2,750.01	1,219.11	44.33	11,000.00
Landscaping Improvement & Upgrades	0.00	233.33	233.33	100.00	135.55	699.99	564.44	80.64	2,800.00
Parking Lot Maintenance	0.00	0.00	0.00	0.00	390.13	0.00	-390.13	0.00	0.00
Snow Removal	0.00	333.33	333.33	100.00	0.00	999.99	999.99	100.00	4,000.00
TOTAL GROUNDS MAINTENANCE	848.40	1,483.33	634.93	42.80	2,056.58	4,449.99	2,393.41	53.78	17,800.00
TOTAL OPERATING EXPENSES	24,440.64	21,602.68	-2,837.96	-13.14	44,549.25	64,808.04	20,258.79	31.26	259,232.00
TRANSFER TO RESERVES									

Budget Comparison

All Selected Properties (AllProp)

December 2018

Fiscal Year End September
Books = Accrual

RE/MAX dWell Property Management
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All Selected Properties - 'eps3957','eps3957r'

	MTD Actual	MTD Budget	Variance	% Var.	YTD Actual	YTD Budget	Variance	% Var.	Annual Budget
Transfer to Contingency Fund	5,303.81	2,160.25	-3,143.56	-145.52	6,480.75	6,480.75	0.00	0.00	25,923.00
TOTAL TRANSFER TO RESERVES	5,303.81	2,160.25	-3,143.56	-145.52	6,480.75	6,480.75	0.00	0.00	25,923.00
NET SURPLUS (DEFICIT)	17,027.01	-0.01	17,027.02	200.00	20,896.57	-0.03	20,896.60	333.33	0.00

Budget Comparison

Strata Plan EPS3957 (eps3957)

December 2018

Fiscal Year End September
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	MTD Actual	MTD Budget	Variance	% Var.	YTD Actual	YTD Budget	Variance	% Var.	Annual Budget
REVENUE									
Strata Fees	34,023.08	16,925.17	17,097.91	101.02	50,775.84	50,775.51	0.33	0.00	203,102.00
Interest Income	6.33	0.00	6.33	0.00	21.87	0.00	21.87	0.00	0.00
Miscellaneous Income	0.00	108.33	-108.33	-100.00	0.00	324.99	-324.99	-100.00	1,300.00
TRANSFER FROM RESERVES									
Prior Year Brought Forward	0.00	-59.25	59.25	-100.00	0.00	-177.75	177.75	-100.00	-711.00
TOTAL TRANSFER FROM RESERVES	0.00	-59.25	59.25	-100.00	0.00	-177.75	177.75	-100.00	-711.00
TOTAL REVENUE	34,029.41	16,974.25	17,055.16	100.48	50,797.71	50,922.75	-125.04	-0.25	203,691.00
OPERATING EXPENSES									
ADMINISTRATIVE EXPENSES									
Property Management	1,099.88	1,100.00	0.12	0.01	3,299.64	3,300.00	0.36	0.01	13,200.00
Bank Charges	52.93	47.92	-5.01	-10.45	152.43	143.76	-8.67	-6.03	575.00
Sundry, Postage & Copies	2,187.09	62.50	-2,124.59	3399.34	2,372.61	187.50	-2,185.11	1165.39	750.00
Professional - Audit	0.00	153.75	153.75	100.00	367.50	461.25	93.75	20.33	1,845.00
Professional - Legal	883.39	1,833.33	949.94	51.82	935.89	5,499.99	4,564.10	82.98	22,000.00
Insurance	8,080.77	4,000.00	-4,080.77	-102.02	12,622.05	12,000.00	-622.05	-5.18	48,000.00
Telephone	187.44	125.83	-61.61	-48.96	565.35	377.49	-187.86	-49.77	1,510.00
TOTAL ADMIN. EXPENSES	12,491.50	7,323.33	-5,168.17	-70.57	20,315.47	21,969.99	1,654.52	7.53	87,880.00
UTILITIES									
Utilities - Electricity	3,355.80	1,791.67	-1,564.13	-87.30	3,355.80	5,375.01	2,019.21	37.57	21,500.00
Utilities - Natural Gas	0.00	0.00	0.00	0.00	25.70	0.00	-25.70	0.00	0.00
Sewer & Water Charges	0.00	0.00	0.00	0.00	-540.20	0.00	540.20	0.00	0.00
TOTAL UTILITIES	3,355.80	1,791.67	-1,564.13	-87.30	2,841.30	5,375.01	2,533.71	47.14	21,500.00
BUILDING MAINTENANCE									
Garbage Disposal & Recycling	0.00	0.00	0.00	0.00	894.77	0.00	-894.77	0.00	0.00
Janitorial Services	2,773.65	1,666.67	-1,106.98	-66.42	3,613.65	5,000.01	1,386.36	27.73	20,000.00
Pest Control	0.00	416.67	416.67	100.00	0.00	1,250.01	1,250.01	100.00	5,000.00
General Repairs & Maintenance	0.00	250.00	250.00	100.00	0.00	750.00	750.00	100.00	3,000.00
Mechanical Maintenance	0.00	500.00	500.00	100.00	0.00	1,500.00	1,500.00	100.00	6,000.00
Fire & Alarm Maintenance	0.00	648.33	648.33	100.00	0.00	1,944.99	1,944.99	100.00	7,780.00
Fire & Alarm Monitoring	0.00	0.00	0.00	0.00	630.00	0.00	-630.00	0.00	0.00
Security Service & Cameras	0.00	0.00	0.00	0.00	133.48	0.00	-133.48	0.00	0.00
Window Cleaning	0.00	508.33	508.33	100.00	0.00	1,524.99	1,524.99	100.00	6,100.00
Parkade & Garage Doors	105.00	410.42	305.42	74.42	105.00	1,231.26	1,126.26	91.47	4,925.00
Building Improvements	472.50	432.42	-40.08	-9.27	472.50	1,297.26	824.76	63.58	5,189.00
TOTAL BUILDING MAINTENANCE	3,351.15	4,832.84	1,481.69	30.66	5,849.40	14,498.52	8,649.12	59.66	57,994.00
GROUNDS MAINTENANCE									
Landscaping Services	848.40	916.67	68.27	7.45	1,530.90	2,750.01	1,219.11	44.33	11,000.00
Landscaping Improvement & Upgrades	0.00	233.33	233.33	100.00	135.55	699.99	564.44	80.64	2,800.00
Parking Lot Maintenance	0.00	0.00	0.00	0.00	390.13	0.00	-390.13	0.00	0.00
Snow Removal	0.00	333.33	333.33	100.00	0.00	999.99	999.99	100.00	4,000.00
TOTAL GROUNDS MAINTENANCE	848.40	1,483.33	634.93	42.80	2,056.58	4,449.99	2,393.41	53.78	17,800.00
TOTAL OPERATING EXPENSES	20,046.85	15,431.17	-4,615.68	-29.91	31,062.75	46,293.51	15,230.76	32.90	185,174.00
TRANSFER TO RESERVES									
Transfer to Contingency Fund	3,831.60	1,543.08	-2,288.52	-148.31	4,629.24	4,629.24	0.00	0.00	18,517.00
TOTAL TRANSFER TO RESERVES	3,831.60	1,543.08	-2,288.52	-148.31	4,629.24	4,629.24	0.00	0.00	18,517.00

Budget Comparison

Strata Plan EPS3957 (eps3957)

December 2018

Fiscal Year End September
Books = Accrual

RE/MAX dWell Property Management
Suite 270, 4311 Viking Way
Richmond, BC V6V 2K9
p: 604.821.2999 f:604.821.1822

www.dwellproperty.ca

	MTD Actual	MTD Budget	Variance	% Var.	YTD Actual	YTD Budget	Variance	% Var.	Annual Budget
NET SURPLUS (DEFICIT)	10,150.96	0.00	10,150.96	0.00	15,105.72	0.00	15,105.72	0.00	0.00

Budget Comparison

Strata Plan EPS3957r (eps3957r)

December 2018

Fiscal Year End September
Books = Accrual

RE/MAX dWell Property Management
Suite 270, 4311 Viking Way
Richmond, BC V6V 2K9
p: 604.821.2999 f:604.821.1822

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	MTD Actual	MTD Budget	Variance	% Var.	YTD Actual	YTD Budget	Variance	% Var.	Annual Budget
REVENUE									
Strata Fees	12,728.70	6,898.00	5,830.70	84.53	20,694.00	20,694.00	0.00	0.00	82,776.00
Bylaw Fines	0.00	0.00	0.00	0.00	400.00	0.00	400.00	0.00	0.00
Interest Income	13.35	0.00	13.35	0.00	34.86	0.00	34.86	0.00	0.00
TRANSFER FROM RESERVES									
Prior Year Brought Forward	0.00	-109.33	109.33	-100.00	0.00	-327.99	327.99	-100.00	-1,312.00
TOTAL TRANSFER FROM RESERVES	0.00	-109.33	109.33	100.00	0.00	-327.99	327.99	100.00	-1,312.00
TOTAL REVENUE	12,742.05	6,788.67	5,953.38	87.70	21,128.86	20,366.01	762.85	3.75	81,464.00
OPERATING EXPENSES									
ADMINISTRATIVE EXPENSES									
Property Management	0.00	1,100.00	1,100.00	100.00	1,099.88	3,300.00	2,200.12	66.67	13,200.00
Bank Charges	52.25	47.92	-4.33	-9.04	146.75	143.76	-2.99	-2.08	575.00
Sundry, Postage & Copies	0.16	50.00	49.84	99.68	24.42	150.00	125.58	83.72	600.00
Professional - Audit	0.00	153.75	153.75	100.00	0.00	461.25	461.25	100.00	1,845.00
Professional - Legal	1,122.46	333.33	-789.13	-236.74	1,122.46	999.99	-122.47	-12.25	4,000.00
Insurance	0.00	41.67	41.67	100.00	0.00	125.01	125.01	100.00	500.00
Telephone	0.00	62.50	62.50	100.00	184.48	187.50	3.02	1.61	750.00
TOTAL ADMIN. EXPENSES	1,174.87	1,789.17	614.30	34.33	2,577.99	5,367.51	2,789.52	51.97	21,470.00
UTILITIES									
Utilities - Natural Gas	33.86	0.00	-33.86	0.00	65.03	0.00	-65.03	0.00	0.00
Sewer & Water Charges	0.00	1,541.67	1,541.67	100.00	5,265.60	4,625.01	-640.59	-13.85	18,500.00
TOTAL UTILITIES	33.86	1,541.67	1,507.81	97.80	5,330.63	4,625.01	-705.62	-15.26	18,500.00
BUILDING MAINTENANCE									
Garbage Disposal & Recycling	878.21	1,250.00	371.79	29.74	2,613.73	3,750.00	1,136.27	30.30	15,000.00
Janitorial Services	0.00	166.67	166.67	100.00	0.00	500.01	500.01	100.00	2,000.00
General Repairs & Maintenance	1,978.20	83.33	-1,894.87	-2273.93	1,978.20	249.99	-1,728.21	-691.31	1,000.00
Elevator Maintenance	328.65	500.00	171.35	34.27	985.95	1,500.00	514.05	34.27	6,000.00
Fire & Alarm Maintenance	0.00	250.00	250.00	100.00	0.00	750.00	750.00	100.00	3,000.00
Parkade & Garage Doors	0.00	66.67	66.67	100.00	0.00	200.01	200.01	100.00	800.00
Building Improvements	0.00	524.00	524.00	100.00	0.00	1,572.00	1,572.00	100.00	6,288.00
TOTAL BUILDING MAINTENANCE	3,185.06	2,840.67	-344.39	-12.12	5,577.88	8,522.01	2,944.13	34.55	34,088.00
TOTAL OPERATING EXPENSES	4,393.79	6,171.51	1,777.72	28.81	13,486.50	18,514.53	5,028.03	27.16	74,058.00
TRANSFER TO RESERVES									
Transfer to Contingency Fund	1,472.21	617.17	-855.04	-138.54	1,851.51	1,851.51	0.00	0.00	7,406.00
TOTAL TRANSFER TO RESERVES	1,472.21	617.17	-855.04	-138.54	1,851.51	1,851.51	0.00	0.00	7,406.00
NET SURPLUS (DEFICIT)	6,876.05	-0.01	6,876.06	600.00	5,790.85	-0.03	5,790.88	933.33	0.00