

DEMO

Financial Statements - October 2008



Prepared by

Condo Manager

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Balance Sheet

10/20/2008

***** Preliminary *****

Assets**Short Term Assets**

Owner Receivables	1,187.08
Other Receivables	125.00
Bank Account - Checking	22,303.91
Bank Account for Credit Cards	
Bank Account for Visa credit cards	196.00
TOTAL Bank Account for Credit Cards	196.00
TOTAL Short Term Assets	23,811.99

Total Assets**23,811.99**Liabilities**Short Term Liabilities**

Accounts Payable	4,456.00
TOTAL Short Term Liabilities	4,456.00

Security Deposits

Security Deposit for Electronic Device for Fitness Room	600.00
Security Deposits - equipment rental	200.00
TOTAL Security Deposits	800.00

Total Liabilities**5,256.00**Net Worth**Net Worth (Capital)**

Operation Fund	
Net Income	18,555.99
TOTAL Operation Fund	18,555.99
TOTAL Net Worth (Capital)	18,555.99

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Balance Sheet

10/20/2008

**** Preliminary ****

Total Net Worth

18,555.99

Total Net Worth and Liabilities

23,811.99

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Trial Balance

10/20/2008

Account #	Unit #	Debit	Credit	Type	Name of account
101.00	101			Receivables	Mr Jack Black
102.00	102			Receivables	Dr George McIntosh
103.00	103			Receivables	Miss Grace Sheaffer
104.00	104			Receivables	Mrs Christina Blackburn
105.00	105	165.00		Receivables	John Doe
106.00	106			Receivables	Mr Bob Sley
107.00	107			Receivables	Mr Francis Kirk
108.00	108			Receivables	Mrs Elain Ellis
109.00	109			Receivables	Mr Louis Herbert
110.00	110	484.72		Receivables	Mrs Pam Lambert
110.02	110	537.36		Receivables	Mr Ben Smith
100000.00				Assets	Payments Collected and not Yet Deposited - T
100001.00				Assets	Petty cash (incidental expenses)
100100.00		22,303.91		Assets	Bank Account - Checking
100200.00				Assets	Bank Account - Saving - RESERVE
100300.00				Assets	Certificate of Deposit - RESERVE
100500.00				Assets	Bank account for MasterCard Credit Card
100800.00				Assets	Direct payments transit account
100900.00				Assets	Prepaid expenses
100901.00				Assets	Management Bank account for collecting cre
100902.00		196.00		Assets	Bank Account for Visa credit cards
150000.00		125.00		Receivables	Association Caprice
150105.00	105			Receivables	Dormor Andrew
150110.00	110			Receivables	Mr Brnton Dany
200100.00				Liabilities	Bank operating loan
200202.00				Liabilities	Social Security (Due to)
200205.00				Liabilities	Medicare (Due to)
200211.00				Liabilities	FICA (Due to)
200900.00				Liabilities	Accrued expenses payable
201000.00			600.00	Liabilities	Security Deposit for Electronic Device for Fit
201100.00			200.00	Liabilities	Security Deposits - equipment rental
250001.00				Payables	ABC Direct Mailing Services
250006.00				Payables	ADT
250012.00				Payables	AT&T
250015.00				Payables	Best Buy for Business
250026.00				Payables	Hydro Electric Company
250029.00				Payables	Mutual of CM
250030.00				Payables	Handyman Service inc.
250033.00				Payables	Florida Exterminating
250040.00			4,456.00	Payables	South Landscaping inc.
250042.00				Payables	West Locksmith
250044.00				Payables	Home Depot
250051.00				Payables	Piaf Cleaners
250060.00				Payables	County Water and Sewer District
250070.00				Payables	Becon Engineering L.L.C.

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Trial Balance

10/20/2008

Account #	Unit #	Debit	Credit	Type	Name of account
250090.00				Payables	Board of County Commissioners
250102.00				Payables	The Lock Shop
250140.00				Payables	Plain Fire Sprinklers
250150.00				Payables	Bellnorth
250160.00				Payables	State Department of Health
250210.00				Payables	Flow Air Conditioning
250230.00				Payables	Power & Light Company inc.
250330.00				Payables	XYZ INSURANCE GROUP
250630.00				Payables	NEBS
251600.00				Payables	Consultants Ingenium inc.
252400.00				Payables	Othis Elevator
255000.00				Payables	John Janitor
260000.00				Payables	Donald Burden
260100.00				Payables	Federal Government
300000.00			36,667.96	Revenues	Assessment Income
300100.00				Revenues	Other Income - Interest
300120.00			112.92	Revenues	Interest received on Investments
300200.00				Revenues	Legal Reimbursement
300300.00				Revenues	Miscellaneous Income
300400.00				Revenues	Special Assessment Income
300500.00			140.00	Revenues	Late Fees
300520.00			30.00	Revenues	NSF Revenues
300550.00				Revenues	Moving Fee Income
300600.00			375.00	Revenues	Sport Club Members Fees
300650.00		5.00		Revenues	Payment Plan Fee
300900.00				Revenues	Reserve Interest Income
302000.00			7.50	Revenues	Sales : Photocopies
302100.00			250.00	Revenues	Room Renting
302200.00				Revenues	Revenues from Vending Machines
303000.00			510.00	Revenues	Storage - Bins
304000.00			80.00	Revenues	Parking Lots
305000.00			2.00	Revenues	Convenience Fees charged to owners for Cred
310000.00				Revenues	On-Call Maintenance charged to Unit
310001.00			10.00	Revenues	Lock out request
310002.00				Revenues	Dehumidifier Adjustmenmt
310003.00				Revenues	Misc. Items (screws, nails, wood, metal, etc
310004.00				Revenues	Fan Coil Motor
310005.00				Revenues	S/S Washing Machine hoses
310006.00				Revenues	Work charged back to owners
310007.00			15.00	Revenues	Bike Rack
400020.00		90.75		Expenses	Bank Charges
400021.00		6.00		Expenses	Commissions paid by the Association for cr
400025.00		910.58		Expenses	Elevator Maintenance & Repairs
400030.00		1,220.74		Expenses	Pest Control
400045.00				Expenses	Plumbing Repairs & Supplies

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Trial Balance

10/20/2008

Account #	Unit #	Debit	Credit	Type	Name of account
400050.00		1,700.00		Expenses	Janitorial Contract
400055.00				Expenses	Roof Repairs
400060.00		1,578.25		Expenses	Insurance : Hazard
400066.00		150.62		Expenses	Building Maintenance & Repairs
400070.00				Expenses	Insurance : Others
400080.00				Expenses	Termite Bond Insurance
400090.00		5.00		Expenses	Late Notice Fees
400095.00				Expenses	Landscape - Beautification Project
400100.00				Expenses	Landscaping: Contract
400105.00		6,012.32		Expenses	Landscape - Tree Preservation
400110.00				Expenses	Landscape - Irrigation system
400120.00				Expenses	Landscaping : Other
400160.00				Expenses	Management : Contract
400170.00				Expenses	Meeting Expenses
400180.00				Expenses	Miscellaneous
400200.00		291.43		Expenses	Office Supplies
400220.00		56.00		Expenses	Phone, Fax, Internet
400260.00				Expenses	Pool : Repairs & Maintenance
400280.00				Expenses	Postage & Delivery
400300.00				Expenses	Professional Fees : Accounting
400320.00				Expenses	Professional Fees : Legal Fees
400340.00				Expenses	Social
400360.00				Expenses	Trash Pickup
400380.00		4,361.14		Expenses	Utilities : Electric
400400.00		563.25		Expenses	Utilities : Water/Sewer
400420.00				Expenses	Utilities : Others
400425.00				Expenses	Professional Fees - Architect & Engineering F
400500.00		420.00		Expenses	Cleaning Special Services
400510.00				Expenses	Bad Debts
400550.00				Expenses	Web Site
400600.00				Expenses	Supervisor - Salary
400700.00				Expenses	Suit Administrative Costs
400800.00				Expenses	Taxes
401100.00				Expenses	Pressure Washing
401200.00		56.85		Expenses	Keys & electronic devices
401900.00				Expenses	Pool - Suppliers, Furniture & Accessories
402000.00				Expenses	Club House Repairs
402050.00		65.00		Expenses	Cable TV
402200.00				Expenses	Club House Janitorial
402300.00				Expenses	Club House Phone & Cable
402400.00				Expenses	Club House Equipment Repairs
402500.00		115.42		Expenses	Club House Supplies
402700.00				Expenses	Payroll Processing
402900.00				Expenses	Permits, Filing fees & Inspections
404100.00				Expenses	Salaries

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Trial Balance

10/20/2008

Account #	Unit #	Debit	Credit	Type	Name of account
404900.00				Expenses	Employer's contribution for Fica
405100.00				Expenses	Employer's contribution for Medicare
405500.00		450.00		Expenses	Employee Training
407900.00				Expenses	Boiler Repairs/Maintenance
409100.00				Expenses	Contribution to Reserve Paving
409200.00				Expenses	Contribution to Reserve Roof
409500.00				Expenses	Maintenance & Repair Contingency
409900.00				Expenses	Contribution to Reserve - Elevators
410000.00				Expenses	Painting Supplies
411000.00		1,236.04		Expenses	Air Conditioning
411300.00				Expenses	Water Treatment
411500.00				Expenses	Exercise Room
411501.00		350.00		Expenses	Security
411502.00				Expenses	Employer's contribution to Social Security
600000.00				Capital/Reserve	Equity : Current Operation Fund
600200.00				Capital/Reserve	Elevator Reserves
600300.00				Capital/Reserve	Roofing Reserves
600400.00				Capital/Reserve	Paving Reserves
600500.00				Capital/Reserve	Pool Reserves

Number of accounts	154
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Total:	43,456.38	43,456.38
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This list established based upon your criteria may not contain all the accounts.

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Net Income Statement

***** Preliminary *****

From 02/01/2008 to 10/20/2008

Actual Current Period	Budget Current Period	Variance Real of the Period to its Budget in \$	Actual Current Year	Budget Current Year	Variance % YTD Real to Annual Budget
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Revenues

Assessments

Assessment Income	36,667.96	82,503.00	(45,835.04)	36,667.96	110,000.00	(66.70)
Special Assessment Income	0.00	7,497.00	(7,497.00)	0.00	10,000.00	(100.00)
TOTAL Assessments	36,667.96	90,000.00	(53,332.04)	36,667.96	120,000.00	(69.40)

Late Payment Fees

Late Fees	140.00	378.00	(238.00)	140.00	500.00	(72.00)
NSF Revenues	30.00	225.00	(195.00)	30.00	300.00	(90.00)
Payment Plan Fee	(5.00)	225.00	(230.00)	(5.00)	300.00	(101.70)
TOTAL Late Payment Fees	165.00	828.00	(663.00)	165.00	1,100.00	(85.00)

Other Revenues

Other Income - Interest	0.00	378.00	(378.00)	0.00	500.00	(100.00)
Legal Reimbursement	0.00	747.00	(747.00)	0.00	1,000.00	(100.00)
Sport Club Members Fees	375.00	1,125.00	(750.00)	375.00	1,500.00	(75.00)
Room Renting	250.00	342.00	(92.00)	250.00	450.00	(44.40)
Moving Fee Income	0.00	378.00	(378.00)	0.00	500.00	(100.00)
Storage - Bins	510.00	0.00	510.00	510.00	0.00	0.00
Convenience Fees charged to owners for Credit Card payments	2.00	0.00	2.00	2.00	0.00	0.00
Parking Lots	80.00	0.00	80.00	80.00	0.00	0.00
Revenues from Vending Machines	0.00	747.00	(747.00)	0.00	1,000.00	(100.00)
Miscellaneous						
Sales : Photocopies	7.50	72.00	(64.50)	7.50	100.00	(92.50)
Lock out request	10.00	0.00	10.00	10.00	0.00	0.00
Bike Rack	15.00	0.00	15.00	15.00	0.00	0.00
Miscellaneous Income	0.00	378.00	(378.00)	0.00	500.00	(100.00)
TOTAL Miscellaneous	32.50	450.00	(417.50)	32.50	600.00	(94.60)

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Net Income Statement

***** Preliminary *****

From 02/01/2008 to 10/20/2008

	Actual Current Period	Budget Current Period	Variance Real of the Period to its Budget in \$	Actual Current Year	Budget Current Year	Variance % YTD Real to Annual Budget
TOTAL Other Revenues	1,249.50	4,167.00	(2,917.50)	1,249.50	5,550.00	(77.50)
Revenues for Reserves						
Interest received on Investments	112.92	450.00	(337.08)	112.92	600.00	(81.20)
Reserve Interest Income	0.00	1,350.00	(1,350.00)	0.00	1,800.00	(100.00)
TOTAL Revenues for Reserves	112.92	1,800.00	(1,687.08)	112.92	2,400.00	(95.30)
Total Revenue	38,195.38	96,795.00	(58,599.62)	38,195.38	129,050.00	(70.40)

Expenses

Administration

Bad Debts	0.00	378.00	378.00	0.00	500.00	100.00
Bank Charges	90.75	603.00	512.25	90.75	800.00	88.70
Commissions paid by the Association for credit cards accepted	6.00	0.00	(6.00)	6.00	0.00	0.00
Keys & electronic devices	56.85	225.00	168.15	56.85	300.00	81.10
Late Notice Fees	5.00	378.00	373.00	5.00	500.00	99.00
Management : Contract	0.00	6,003.00	6,003.00	0.00	8,000.00	100.00
Meeting Expenses	0.00	225.00	225.00	0.00	300.00	100.00
Office Supplies	291.43	378.00	86.57	291.43	500.00	41.70
Phone, Fax, Internet	56.00	558.00	502.00	56.00	750.00	92.50
Postage & Delivery	0.00	450.00	450.00	0.00	600.00	100.00
Permits, Filing fees & Inspections	0.00	378.00	378.00	0.00	500.00	100.00
Social	0.00	225.00	225.00	0.00	300.00	100.00
Suite Administrative Costs	0.00	378.00	378.00	0.00	500.00	100.00
Taxes	0.00	153.00	153.00	0.00	200.00	100.00
Web Site	0.00	450.00	450.00	0.00	600.00	100.00
Miscellaneous	0.00	378.00	378.00	0.00	500.00	100.00

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Net Income Statement

***** Preliminary *****

From 02/01/2008 to 10/20/2008

	Actual Current Period	Budget Current Period	Variance Real of the Period to its Budget in \$	Actual Current Year	Budget Current Year	Variance % YTD Real to Annual Budget
Employees						
Salaries	0.00	11,250.00	11,250.00	0.00	15,000.00	100.00
FICA Expense	0.00	603.00	603.00	0.00	800.00	100.00
FUTA Expense	0.00	378.00	378.00	0.00	500.00	100.00
Payroll Processing	0.00	900.00	900.00	0.00	1,200.00	100.00
Employee Training	450.00	297.00	(153.00)	450.00	400.00	(12.50)
TOTAL Employees	450.00	13,428.00	12,978.00	450.00	17,900.00	(97.50)
TOTAL Administration	956.03	24,588.00	23,631.97	956.03	32,750.00	(97.10)
Insurance						
Insurance : Hazard	1,578.25	6,003.00	4,424.75	1,578.25	8,000.00	80.30
Insurance : Others	0.00	6,750.00	6,750.00	0.00	9,000.00	100.00
TOTAL Insurance	1,578.25	12,753.00	11,174.75	1,578.25	17,000.00	(90.70)
Professional Fees						
Professional Fees : Accounting	0.00	1,503.00	1,503.00	0.00	2,000.00	100.00
Professional Fees - Architect & Engineering Fees	0.00	1,503.00	1,503.00	0.00	2,000.00	100.00
Professional Fees : Legal Fees	0.00	1,125.00	1,125.00	0.00	1,500.00	100.00
TOTAL Professional Fees	0.00	4,131.00	4,131.00	0.00	5,500.00	(100.00)
Building Maintenance						
Air Conditioning	1,236.04	747.00	(489.04)	1,236.04	1,000.00	(23.60)
Boiler Repairs/Maintenance	0.00	1,125.00	1,125.00	0.00	1,500.00	100.00
Building Maintenance & Repairs	150.62	3,753.00	3,602.38	150.62	5,000.00	97.00
Cable TV	65.00	450.00	385.00	65.00	600.00	89.20
Cleaning Special Services	420.00	900.00	480.00	420.00	1,200.00	65.00
Elevator Maintenance & Repairs	910.58	6,003.00	5,092.42	910.58	8,000.00	88.60
Exercise Room	0.00	747.00	747.00	0.00	1,000.00	100.00

DEMO

Net Income Statement

***** Preliminary *****

From 02/01/2008 to 10/20/2008

	Actual Current Period	Budget Current Period	Variance Real of the Period to its Budget in \$	Actual Current Year	Budget Current Year	Variance % YTD Real to Annual Budget
Janitorial Contract	1,700.00	0.00	(1,700.00)	1,700.00	0.00	0.00
Maintenance & Repair Contingency	0.00	2,997.00	2,997.00	0.00	4,000.00	100.00
Painting Supplies	0.00	747.00	747.00	0.00	1,000.00	100.00
Plumbing Repairs & Supplies	0.00	1,503.00	1,503.00	0.00	2,000.00	100.00
Pool - Suppliers, Furniture & Accessories	0.00	225.00	225.00	0.00	300.00	100.00
Pressure Washing	0.00	450.00	450.00	0.00	600.00	100.00
Roof Repairs	0.00	2,250.00	2,250.00	0.00	3,000.00	100.00
Trash Pickup	0.00	3,753.00	3,753.00	0.00	5,000.00	100.00
Water Treatment	0.00	1,125.00	1,125.00	0.00	1,500.00	100.00
TOTAL Building Maintenance	4,482.24	26,775.00	22,292.76	4,482.24	35,700.00	(87.40)
Landscaping						
Landscape - Beautification Project	0.00	2,250.00	2,250.00	0.00	3,000.00	100.00
Landscaping: Contract	0.00	3,753.00	3,753.00	0.00	5,000.00	100.00
Landscape - Tree Preservation	6,012.32	225.00	(5,787.32)	6,012.32	300.00	(1,904.10)
Landscape - Irrigation system	0.00	603.00	603.00	0.00	800.00	100.00
Landscaping : Other	0.00	747.00	747.00	0.00	1,000.00	100.00
Pest Control	1,220.74	378.00	(842.74)	1,220.74	500.00	(144.10)
Pool : Repairs & Maintenance	0.00	1,125.00	1,125.00	0.00	1,500.00	100.00
Termite Bond Insurance	0.00	747.00	747.00	0.00	1,000.00	100.00
TOTAL Landscaping	7,233.06	9,828.00	2,594.94	7,233.06	13,100.00	(44.80)
Utilities						
Utilities : Electric	4,361.14	7,497.00	3,135.86	4,361.14	10,000.00	56.40
Utilities : Water/Sewer	563.25	1,503.00	939.75	563.25	2,000.00	71.80
Utilities : Others	0.00	747.00	747.00	0.00	1,000.00	100.00
TOTAL Utilities	4,924.39	9,747.00	4,822.61	4,924.39	13,000.00	(62.10)
Club House						

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Net Income Statement

***** Preliminary *****

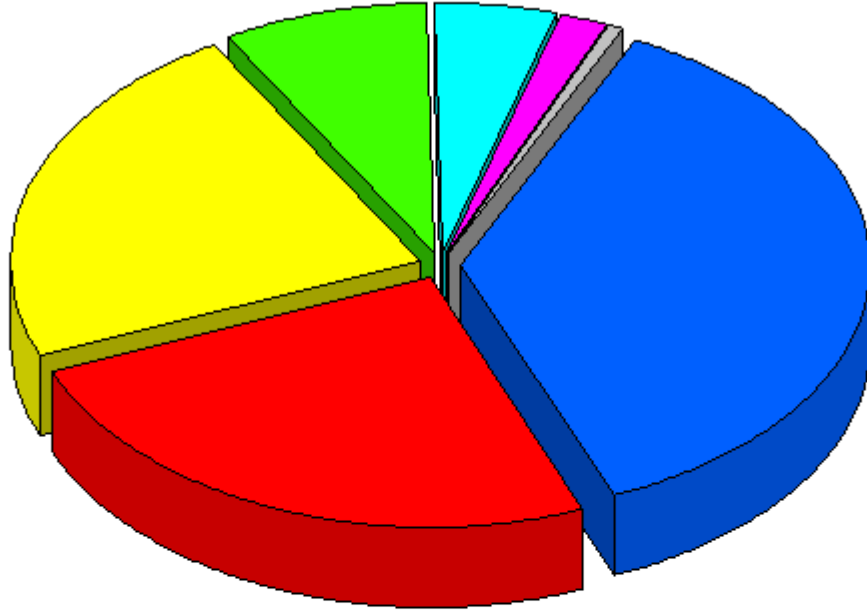
From 02/01/2008 to 10/20/2008

	Actual Current Period	Budget Current Period	Variance Real of the Period to its Budget in \$	Actual Current Year	Budget Current Year	Variance % YTD Real to Annual Budget
Club House Equipment Repairs	0.00	1,125.00	1,125.00	0.00	1,500.00	100.00
Club House Janitorial	0.00	1,125.00	1,125.00	0.00	1,500.00	100.00
Club House Phone & Cable	0.00	603.00	603.00	0.00	800.00	100.00
Club House Repairs	0.00	675.00	675.00	0.00	900.00	100.00
Club House Supplies	115.42	225.00	109.58	115.42	300.00	61.50
TOTAL Club House	115.42	3,753.00	3,637.58	115.42	5,000.00	(97.70)
Security						
Security	350.00	0.00	(350.00)	350.00	0.00	0.00
TOTAL Security	350.00	0.00	(350.00)	350.00	0.00	0.00
Contributions to Reserves						
Contribution to Reserve - Elevators	0.00	2,997.00	2,997.00	0.00	4,000.00	100.00
Contribution to Reserve Paving	0.00	747.00	747.00	0.00	1,000.00	100.00
Contribution to Reserve Roof	0.00	1,503.00	1,503.00	0.00	2,000.00	100.00
TOTAL Contributions to Reserves	0.00	5,247.00	5,247.00	0.00	7,000.00	(100.00)
Total Expense	19,639.39	96,822.00	77,182.61	19,639.39	129,050.00	(84.80)
Net Income	18,555.99	(27.00)	18,582.99	18,555.99	0.00	0.00

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Expense Distribution - Actual Current Year

From: 02/01/2008 to : 10/20/2008



Landscaping	36.8%
Utilities	25.1%
Building Maintenance	22.8%
Insurance	8.0%
Administration	4.9%
Security	1.8%
Club House	0.6%
Contributions to Reserves	0.0%
Professional Fees	0.0%
Total:	100.0%

Income and Expense Comparative Statement

From 02/01/2008 to 10/20/2008

***** Preliminary *****

	October 2008		Year-to-Date			Yearly Budgets	
	Actual	Budget	Actual	Budget	Var. \$	Current	Last Year
Revenues							
Assessments							
Assessment Income		9,167	36,668	82,503	(45,835)	110,000	100,000
Special Assessment Income		833		7,497	(7,497)	10,000	8,000
TOTAL Assessments		10,000	36,668	90,000	(53,332)	120,000	108,000
Late Payment Fees							
Late Fees		42	140	378	(238)	500	500
NSF Revenues		25	30	225	(195)	300	300
Payment Plan Fee		25	(5)	225	(230)	300	300
TOTAL Late Payment Fees		92	165	828	(663)	1,100	1,100
Other Revenues							
Other Income - Interest		42		378	(378)	500	400
Legal Reimbursement		83		747	(747)	1,000	900
Sport Club Members Fees		125	375	1,125	(750)	1,500	1,000
Room Renting		38	250	342	(92)	450	450
Moving Fee Income		42		378	(378)	500	500
Storage - Bins			510		510		
Convenience Fees charged to ow			2		2		
Parking Lots			80		80		
Revenues from Vending Machine		83		747	(747)	1,000	800
Miscellaneous							
Sales : Photocopies		8	8	72	(64)	100	100
Lock out request			10		10		
Bike Rack			15		15		
Miscellaneous Income		42		378	(378)	500	500
TOTAL Miscellaneous		50	33	450	(417)	600	600
TOTAL Other Revenues		463	1,250	4,167	(2,917)	5,550	4,650
Revenues for Reserves							
Interest received on Investments		50	113	450	(337)	600	600
Reserve Interest Income		150		1,350	(1,350)	1,800	1,200
TOTAL Revenues for Reserves		200	113	1,800	(1,687)	2,400	1,800
Total Revenues	0	10,755	38,196	96,795	(58,599)	129,050	115,550

Expenses

Administration

Bad Debts	42			378	378	500	500
Bank Charges	67	91		603	512	800	700
Commissions paid by the Associ		6			(6)		
Keys & electronic devices	25	57		225	168	300	300
Late Notice Fees	42	5		378	373	500	500
Management : Contract	667			6,003	6,003	8,000	7,500
Meeting Expenses	25			225	225	300	300

	October 2008		Year-to-Date			Yearly Budgets	
	Actual	Budget	Actual	Budget	Var. \$	Current	Last Year
Office Supplies	42		291	378	87	500	500
Phone, Fax, Internet	62		56	558	502	750	750
Postage & Delivery	50			450	450	600	600
Permits, Filing fees & Inspections	42			378	378	500	500
Social	25			225	225	300	300
Suite Administrative Costs	42			378	378	500	500
Taxes	17			153	153	200	200
Web Site	50			450	450	600	600
Miscellaneous	42			378	378	500	500
Employees							
Salaries		1,250		11,250	11,250	15,000	9,000
FICA Expense		67		603	603	800	800
FUTA Expense		42		378	378	500	500
Payroll Processing		100		900	900	1,200	1,200
Employee Training		33	450	297	(153)	400	400
TOTAL Employees		1,492	450	13,428	12,978	17,900	11,900
TOTAL Administration		2,732	956	24,588	23,632	32,750	26,150
Insurance							
Insurance : Hazard		667	1,578	6,003	4,425	8,000	7,900
Insurance : Others		750		6,750	6,750	9,000	8,000
TOTAL Insurance		1,417	1,578	12,753	11,175	17,000	15,900
Professional Fees							
Professional Fees : Accounting		167		1,503	1,503	2,000	1,900
Professional Fees - Architect & En		167		1,503	1,503	2,000	1,580
Professional Fees : Legal Fees		125		1,125	1,125	1,500	1,400
TOTAL Professional Fees		459		4,131	4,131	5,500	4,880
Building Maintenance							
Air Conditioning		83	1,236	747	(489)	1,000	1,000
Boiler Repairs/Maintenance		125		1,125	1,125	1,500	1,500
Building Maintenance & Repairs		417	151	3,753	3,602	5,000	4,500
Cable TV		50	65	450	385	600	600
Cleaning Special Services		100	420	900	480	1,200	1,150
Elevator Maintenance & Repairs		667	911	6,003	5,092	8,000	7,500
Exercise Room		83		747	747	1,000	1,000
Janitorial Contract			1,700		(1,700)		
Maintenance & Repair Contingen		333		2,997	2,997	4,000	4,000
Painting Supplies		83		747	747	1,000	1,000
Plumbing Repairs & Supplies		167		1,503	1,503	2,000	1,900
Pool - Suppliers, Furniture & Acces		25		225	225	300	300
Pressure Washing		50		450	450	600	600
Roof Repairs		250		2,250	2,250	3,000	2,500
Trash Pickup		417		3,753	3,753	5,000	4,500
Water Treatment		125		1,125	1,125	1,500	1,500
TOTAL Building Maintenance		2,975	4,483	26,775	22,292	35,700	33,550
Landscaping							
Landscape - Beautification Proje		250		2,250	2,250	3,000	2,500
Landscaping: Contract		417		3,753	3,753	5,000	4,500
Landscape - Tree Preservation		25	6,012	225	(5,787)	300	300
Landscape - Irrigation system		67		603	603	800	800

	October 2008		Year-to-Date			Yearly Budgets	
	Actual	Budget	Actual	Budget	Var. \$	Current	Last Year
Landscaping : Other		83		747	747	1,000	800
Pest Control		42	1,221	378	(843)	500	500
Pool : Repairs & Maintenance		125		1,125	1,125	1,500	1,600
Termite Bond Insurance		83		747	747	1,000	1,000
TOTAL Landscaping		1,092	7,233	9,828	2,595	13,100	12,000
Utilities							
Utilities : Electric		833	4,361	7,497	3,136	10,000	8,000
Utilities : Water/Sewer		167	563	1,503	940	2,000	1,800
Utilities : Others		83		747	747	1,000	950
TOTAL Utilities		1,083	4,924	9,747	4,823	13,000	10,750
Club House							
Club House Equipment Repairs		125		1,125	1,125	1,500	1,500
Club House Janitorial		125		1,125	1,125	1,500	1,500
Club House Phone & Cable		67		603	603	800	800
Club House Repairs		75		675	675	900	900
Club House Supplies		25	115	225	110	300	300
TOTAL Club House		417	115	3,753	3,638	5,000	5,000
Security							
Security			350		(350)		
TOTAL Security			350		(350)		
Contributions to Reserves							
Contribution to Reserve - Elevator		333		2,997	2,997	4,000	4,000
Contribution to Reserve Paving		83		747	747	1,000	1,000
Contribution to Reserve Roof		167		1,503	1,503	2,000	2,000
TOTAL Contributions to Reserves		583		5,247	5,247	7,000	7,000
Total Expenses	0	10,758	19,639	96,822	77,183	129,050	115,230
Net Income	0	(3)	18,557	(27)	18,584	0	320

DEMO

Receivable Accounts

As of : 10/20/2008

Account #	Unit #	Balance	Account Name
105.00	105	165.00	Doe, John
110.00	110	484.72	Lambert, Pam
110.02	110	537.36	Smith, Ben
150000.00		125.00	Association Caprice

This report is based on the criteria you have chosen. It may not contain all the accounts of the category

Number	Amount	Details
4	1,312.08	= Total of Receivables (debit)
		= Total paid in advance (credit) or zero
4	1,312.08	= Net total of selected accounts

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Aged Accounts Receivable

As of : 10/20/2008

Account	Condo	Name	Current	31 - 60 days	61 -90 days	over 90 days	Total
105.00	105	John Doe				166.00	165.00
110.00	110	Mrs Pam Lambert				484.72	484.72
110.02	110	Mr Ben Smith				537.36	537.36
150000.00		Association Caprice				125.00	125.00
Totals			0.00	0.00	0.00	1,313.08	1,312.08

This list has been established based upon your criteria. It may not contain all receivables.

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Payable accounts

As of : 10/20/2008

Account #	Balance	Name of the account
250040.00	4,456.00	South Landscaping inc.
1	4,456.00	= Total of all selected accounts

This report is based on the criteria you have chosen. It may not contain all the accounts of the category

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Aged Accounts Payable

As of : 10/20/2008

	Inv. date	Invoice #	Original	Current	31 - 60 days	61 - 90 days	over 90 days	Total
250040.00	<u>South Landscaping inc.</u>							<u>4,456.00</u>
	05/01/2008	234556	4,456.00				4,456.00	
Totals				0.00			4,456.00	
Totals		1		0.00			4,456.00	4,456.00

This report is based on the criteria you have chosen. It may not contain all the accounts of the category.
Invoices not due yet as of the date chosen are not included.

DEMO

Monthly Revenue and Expense Statement

Cumulative	Feb 08	Mar 08	Apr 08	May 08	Jun 08	Jul 08	Aug 08	Sep 08	Oct 08	Nov 08	Dec 08	Jan 09
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Revenues

Revenues												
Assessment Income	110,000	9,167	9,167	9,167	9,167							
Other Income - Interest	500											
Interest received on Investments	600	25		88								
Legal Reimbursement	1,000											
Miscellaneous Income	500											
Special Assessment Income	10,000											
Late Fees	500				140							
NSF Revenues	300	30										
Moving Fee Income	500											
Sport Club Members Fees	1,500	125		125	125							
Payment Plan Fee	300	(5)										
Reserve Interest Income	1,800											
Sales : Photocopies	100	8										
Room Renting	450	150		100								
Revenues from Vending Machines	1,000											
Storage - Bins				255	255							
Parking Lots				40	40							
Convenience Fees charged to owners for				2								
On-Call Maintenance charged to Unit												
Lock out request					10							
Dehumidifier Adjustmenmt												
Misc. Items (screws, nails, wood, metal,												
Fan Coil Motor												
S/S Washing Machine hoses												
Work charged back to owners												
Bike Rack					15							
Total Revenues	129,050	9,500	9,167	9,777	9,752							

Expenses

Bank Charges	800	15	55	21								
Commissions paid by the Association for				6								
Elevator Maintenance & Repairs	8,000	456	455									
Pest Control	500		658		563							
Plumbing Repairs & Supplies	2,000											
Janitorial Contract		850	850									
Roof Repairs	3,000											
Insurance : Hazard	8,000	1,578										
Building Maintenance & Repairs	5,000	151										

Monthly Revenue and Expense Statement

	Cumulative	Feb 08	Mar 08	Apr 08	May 08	Jun 08	Jul 08	Aug 08	Sep 08	Oct 08	Nov 08	Dec 08	Jan 09
Insurance : Others	9,000												
Termite Bond Insurance	1,000												
Late Notice Fees	500	5											
Landscape - Beautification Project	3,000												
Landscaping: Contract	5,000												
Landscape - Tree Preservation	300		1,556		4,456								
Landscape - Irrigation system	800												
Landscaping : Other	1,000												
Management : Contract	8,000												
Meeting Expenses	300												
Miscellaneous	500												
Office Supplies	500	291											
Phone, Fax, Internet	750				56								
Pool : Repairs & Maintenance	1,500												
Postage & Delivery	600												
Professional Fees : Accounting	2,000												
Professional Fees : Legal Fees	1,500												
Social	300												
Trash Pickup	5,000												
Utilities : Electric	10,000	1,851	1,522		988								
Utilities : Water/Sewer	2,000		563										
Utilities : Others	1,000												
Professional Fees - Architect & Engineeri	2,000												
Cleaning Special Services	1,200	125	170		125								
Bad Debts	500												
Web Site	600												
Supervisor - Salary													
Suit Administrative Costs	500												
Taxes	200												
Pressure Washing	600												
Keys & electronic devices	300				57								
Pool - Suppliers, Furniture & Accessorie	300												
Club House Repairs	900												
Cable TV	600		65										
Club House Janitorial	1,500												
Club House Phone & Cable	800												
Club House Equipment Repairs	1,500												
Club House Supplies	300	115											
Payroll Processing	1,200												
Permits, Filing fees & Inspections	500												
Salaries	15,000												
Employer's contribution for Fica	800												
Employer's contribution for Medicare	500												
Employee Training	400	450											

Monthly Revenue and Expense Statement

	Cumulative	Feb 08	Mar 08	Apr 08	May 08	Jun 08	Jul 08	Aug 08	Sep 08	Oct 08	Nov 08	Dec 08	Jan 09
Boiler Repairs/Maintenance	1,500												
Contribution to Reserve Paving	1,000												
Contribution to Reserve Roof	2,000												
Maintenance & Repair Contingency	4,000												
Contribution to Reserve - Elevators	4,000												
Painting Supplies	1,000												
Air Conditioning	1,000	720		65	451								
Water Treatment	1,500												
Exercise Room	1,000												
Security					350								
Employer's contribution to Social Securi													
Total Expenses	129,050	6,607	5,894	92	7,046								
Net Income	0	(3)	(3)	(3)	(3)	(3)	(3)	(3)	(3)	(3)	(3)	(3)	33

DEMO

Monthly and Annual Budgets (2008 - 2009)

Annual	Feb 08	Mar 08	Apr 08	May 08	Jun 08	Jul 08	Aug 08	Sep 08	Oct 08	Nov 08	Dec 08	Jan 09
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Revenues

Assessment Income	110,000	9,167	9,167	9,167	9,167	9,167	9,167	9,167	9,167	9,167	9,167	9,167	9,163
Other Income - Interest	500	42	42	42	42	42	42	42	42	42	42	42	38
Interest received on Investments	600	50	50	50	50	50	50	50	50	50	50	50	50
Legal Reimbursement	1,000	83	83	83	83	83	83	83	83	83	83	83	87
Miscellaneous Income	500	42	42	42	42	42	42	42	42	42	42	42	38
Special Assessment Income	10,000	833	833	833	833	833	833	833	833	833	833	833	837
Late Fees	500	42	42	42	42	42	42	42	42	42	42	42	38
NSF Revenues	300	25	25	25	25	25	25	25	25	25	25	25	25
Moving Fee Income	500	42	42	42	42	42	42	42	42	42	42	42	38
Sport Club Members Fees	1,500	125	125	125	125	125	125	125	125	125	125	125	125
Payment Plan Fee	300	25	25	25	25	25	25	25	25	25	25	25	25
Reserve Interest Income	1,800	150	150	150	150	150	150	150	150	150	150	150	150
Sales : Photocopies	100	8	8	8	8	8	8	8	8	8	8	8	12
Room Renting	450	38	38	38	38	38	38	38	38	38	38	38	32
Revenues from Vending Machines	1,000	83	83	83	83	83	83	83	83	83	83	83	87
Storage - Bins													
Parking Lots													
Convenience Fees charged to owners for C													
On-Call Maintenance charged to Unit													
Lock out request													
Dehumidifier Adjustmenmt													
Misc. Items (screws, nails, wood, metal, e													
Fan Coil Motor													
S/S Washing Machine hoses													
Work charged back to owners													
Bike Rack													
Total - Revenues	129,050	10,755	10,755	10,755	10,755	10,755	10,755	10,755	10,755	10,755	10,755	10,755	10,745

Expenses

Bank Charges	800	67	67	67	67	67	67	67	67	67	67	67	63
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Monthly and Annual Budgets (2008 - 2009)

	Annual	Feb 08	Mar 08	Apr 08	May 08	Jun 08	Jul 08	Aug 08	Sep 08	Oct 08	Nov 08	Dec 08	Jan 09
Commissions paid by the Association for c													
Elevator Maintenance & Repairs	8,000	667	667	667	667	667	667	667	667	667	667	667	663
Pest Control	500	42	42	42	42	42	42	42	42	42	42	42	38
Plumbing Repairs & Supplies	2,000	167	167	167	167	167	167	167	167	167	167	167	163
Janitorial Contract													
Roof Repairs	3,000	250	250	250	250	250	250	250	250	250	250	250	250
Insurance : Hazard	8,000	667	667	667	667	667	667	667	667	667	667	667	663
Building Maintenance & Repairs	5,000	417	417	417	417	417	417	417	417	417	417	417	413
Insurance : Others	9,000	750	750	750	750	750	750	750	750	750	750	750	750
Termite Bond Insurance	1,000	83	83	83	83	83	83	83	83	83	83	83	87
Late Notice Fees	500	42	42	42	42	42	42	42	42	42	42	42	38
Landscape - Beautification Project	3,000	250	250	250	250	250	250	250	250	250	250	250	250
Landscaping: Contract	5,000	417	417	417	417	417	417	417	417	417	417	417	413
Landscape - Tree Preservation	300	25	25	25	25	25	25	25	25	25	25	25	25
Landscape - Irrigation system	800	67	67	67	67	67	67	67	67	67	67	67	63
Landscaping : Other	1,000	83	83	83	83	83	83	83	83	83	83	83	87
Management : Contract	8,000	667	667	667	667	667	667	667	667	667	667	667	663
Meeting Expenses	300	25	25	25	25	25	25	25	25	25	25	25	25
Miscellaneous	500	42	42	42	42	42	42	42	42	42	42	42	38
Office Supplies	500	42	42	42	42	42	42	42	42	42	42	42	38
Phone, Fax, Internet	750	62	62	62	62	62	62	62	62	62	62	62	68
Pool : Repairs & Maintenance	1,500	125	125	125	125	125	125	125	125	125	125	125	125
Postage & Delivery	600	50	50	50	50	50	50	50	50	50	50	50	50
Professional Fees : Accounting	2,000	167	167	167	167	167	167	167	167	167	167	167	163
Professional Fees : Legal Fees	1,500	125	125	125	125	125	125	125	125	125	125	125	125
Social	300	25	25	25	25	25	25	25	25	25	25	25	25
Trash Pickup	5,000	417	417	417	417	417	417	417	417	417	417	417	413
Utilities : Electric	10,000	833	833	833	833	833	833	833	833	833	833	833	837
Utilities : Water/Sewer	2,000	167	167	167	167	167	167	167	167	167	167	167	163
Utilities : Others	1,000	83	83	83	83	83	83	83	83	83	83	83	87
Professional Fees - Architect & Engineerin	2,000	167	167	167	167	167	167	167	167	167	167	167	163
Cleaning Special Services	1,200	100	100	100	100	100	100	100	100	100	100	100	100
Bad Debts	500	42	42	42	42	42	42	42	42	42	42	42	38
Web Site	600	50	50	50	50	50	50	50	50	50	50	50	50
Supervisor - Salary													
Suit Administrative Costs	500	42	42	42	42	42	42	42	42	42	42	42	38
Taxes	200	17	17	17	17	17	17	17	17	17	17	17	13
Pressure Washing	600	50	50	50	50	50	50	50	50	50	50	50	50

Monthly and Annual Budgets (2008 - 2009)

	Annual	Feb 08	Mar 08	Apr 08	May 08	Jun 08	Jul 08	Aug 08	Sep 08	Oct 08	Nov 08	Dec 08	Jan 09
Keys & electronic devices	300	25	25	25	25	25	25	25	25	25	25	25	25
Pool - Suppliers, Furniture & Accessories	300	25	25	25	25	25	25	25	25	25	25	25	25
Club House Repairs	900	75	75	75	75	75	75	75	75	75	75	75	75
Cable TV	600	50	50	50	50	50	50	50	50	50	50	50	50
Club House Janitorial	1,500	125	125	125	125	125	125	125	125	125	125	125	125
Club House Phone & Cable	800	67	67	67	67	67	67	67	67	67	67	67	63
Club House Equipment Repairs	1,500	125	125	125	125	125	125	125	125	125	125	125	125
Club House Supplies	300	25	25	25	25	25	25	25	25	25	25	25	25
Payroll Processing	1,200	100	100	100	100	100	100	100	100	100	100	100	100
Permits, Filing fees & Inspections	500	42	42	42	42	42	42	42	42	42	42	42	38
Salaries	15,000	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250
Employer's contribution for Fica	800	67	67	67	67	67	67	67	67	67	67	67	63
Employer's contribution for Medicare	500	42	42	42	42	42	42	42	42	42	42	42	38
Employee Training	400	33	33	33	33	33	33	33	33	33	33	33	37
Boiler Repairs/Maintenance	1,500	125	125	125	125	125	125	125	125	125	125	125	125
Contribution to Reserve Paving	1,000	83	83	83	83	83	83	83	83	83	83	83	87
Contribution to Reserve Roof	2,000	167	167	167	167	167	167	167	167	167	167	167	163
Maintenance & Repair Contingency	4,000	333	333	333	333	333	333	333	333	333	333	333	337
Contribution to Reserve - Elevators	4,000	333	333	333	333	333	333	333	333	333	333	333	337
Painting Supplies	1,000	83	83	83	83	83	83	83	83	83	83	83	87
Air Conditioning	1,000	83	83	83	83	83	83	83	83	83	83	83	87
Water Treatment	1,500	125	125	125	125	125	125	125	125	125	125	125	125
Exercise Room	1,000	83	83	83	83	83	83	83	83	83	83	83	87
Security													
Employer's contribution to Social Security													
Total - Expenses	129,050	10,758	10,758	10,758	10,758	10,758	10,758	10,758	10,758	10,758	10,758	10,758	10,712
Net Income	0	(3)	(3)	(3)	(3)	(3)	(3)	(3)	(3)	(3)	(3)	(3)	33

Comparative Budgets versus Last Year

Last Year 2007 - 2008	Current Year 2008 - 2009	Diff. in \$	Diff. %
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Revenues

Assessment Income	100,000	110,000	10,000	10
Other Income - Interest	400	500	100	25
Interest received on Investments	600	600		
Legal Reimbursement	900	1,000	100	11
Miscellaneous Income	500	500		
Special Assessment Income	8,000	10,000	2,000	25
Late Fees	500	500		
NSF Revenues	300	300		
Moving Fee Income	500	500		
Sport Club Members Fees	1,000	1,500	500	50
Payment Plan Fee	300	300		
Reserve Interest Income	1,200	1,800	600	50
Sales : Photocopies	100	100		
Room Renting	450	450		
Revenues from Vending Machines	800	1,000	200	25
Storage - Bins				
Parking Lots				
Convenience Fees charged to owners for Credit Card payments				
On-Call Maintenance charged to Unit				
Lock out request				
Dehumidifier Adjustmenmt				
Misc. Items (screws, nails, wood, metal, etc.)				
Fan Coil Motor				
S/S Washing Machine hoses				
Work charged back to owners				
Bike Rack				
Total Revenues	115,550	129,050	13,500	12

Comparative Budgets versus Last Year

	Last Year 2007 - 2008	Current Year 2008 - 2009	Diff. in \$	Diff. %
Expenses				
Bank Charges	700	800	100	14
Commissions paid by the Association for credit cards accepted				
Elevator Maintenance & Repairs	7,500	8,000	500	7
Pest Control	500	500		
Plumbing Repairs & Supplies	1,900	2,000	100	5
Janitorial Contract				
Roof Repairs	2,500	3,000	500	20
Insurance : Hazard	7,900	8,000	100	1
Building Maintenance & Repairs	4,500	5,000	500	11
Insurance : Others	8,000	9,000	1,000	13
Termite Bond Insurance	1,000	1,000		
Late Notice Fees	500	500		
Landscape - Beautification Project	2,500	3,000	500	20
Landscaping: Contract	4,500	5,000	500	11
Landscape - Tree Preservation	300	300		
Landscape - Irrigation system	800	800		
Landscaping : Other	800	1,000	200	25
Management : Contract	7,500	8,000	500	7
Meeting Expenses	300	300		
Miscellaneous	500	500		
Office Supplies	500	500		
Phone, Fax, Internet	750	750		
Pool : Repairs & Maintenance	1,600	1,500	(100)	(6)
Postage & Delivery	600	600		
Professional Fees : Accounting	1,900	2,000	100	5
Professional Fees : Legal Fees	1,400	1,500	100	7
Social	300	300		
Trash Pickup	4,500	5,000	500	11
Utilities : Electric	8,000	10,000	2,000	25

Comparative Budgets versus Last Year

	Last Year 2007 - 2008	Current Year 2008 - 2009	Diff. in \$	Diff. %
Utilities : Water/Sewer	1,800	2,000	200	11
Utilities : Others	950	1,000	50	5
Professional Fees - Architect & Engineering Fees	1,580	2,000	420	27
Cleaning Special Services	1,150	1,200	50	4
Bad Debts	500	500		
Web Site	600	600		
Supervisor - Salary				
Suit Administrative Costs	500	500		
Taxes	200	200		
Pressure Washing	600	600		
Keys & electronic devices	300	300		
Pool - Suppliers, Furniture & Accessories	300	300		
Club House Repairs	900	900		
Cable TV	600	600		
Club House Janitorial	1,500	1,500		
Club House Phone & Cable	800	800		
Club House Equipment Repairs	1,500	1,500		
Club House Supplies	300	300		
Payroll Processing	1,200	1,200		
Permits, Filing fees & Inspections	500	500		
Salaries	9,000	15,000	6,000	67
Employer's contribution for Fica	800	800		
Employer's contribution for Medicare	500	500		
Employee Training	400	400		
Boiler Repairs/Maintenance	1,500	1,500		
Contribution to Reserve Paving	1,000	1,000		
Contribution to Reserve Roof	2,000	2,000		
Maintenance & Repair Contingency	4,000	4,000		
Contribution to Reserve - Elevators	4,000	4,000		
Painting Supplies	1,000	1,000		
Air Conditioning	1,000	1,000		

Comparative Budgets versus Last Year

	Last Year 2007 - 2008	Current Year 2008 - 2009	Diff. in \$	Diff. %
Water Treatment	1,500	1,500		
Exercise Room	1,000	1,000		
Security				
Employer's contribution to Social Security				
Total Expenses	115,230	129,050	13,820	12
Net Income	320	0	(320)	181

Budgets Compared to the Actual and Recommended Budgets for Next Year

<u>2007 - 2008</u>	<u>2008 - 2009</u>			<u>2009 - 2010</u>
Last Year Annual Budgets	Current Year Actual	Current Year Budgets	Variance Real Vs Budgets	Recommended Budgets for Next Year

Revenues

Assessment Income	100,000	36,668	110,000	(73,332)	190,000
Other Income - Interest	400		500	(500)	600
Interest received on Investments	600	113	600	(487)	900
Legal Reimbursement	900		1,000	(1,000)	1,200
Miscellaneous Income	500		500	(500)	
Special Assessment Income	8,000		10,000	(10,000)	85,000
Late Fees	500	140	500	(360)	600
NSF Revenues	300	30	300	(270)	700
Moving Fee Income	500		500	(500)	1,100
Sport Club Members Fees	1,000	375	1,500	(1,125)	
Payment Plan Fee	300	(5)	300	(305)	
Reserve Interest Income	1,200		1,800	(1,800)	600
Sales : Photocopies	100	8	100	(92)	400
Room Renting	450	250	450	(200)	400
Revenues from Vending Machines	800		1,000	(1,000)	1,400
Storage - Bins		510		510	
Parking Lots		80		80	
Convenience Fees charged to owners for Credit Car		2		2	
On-Call Maintenance charged to Unit					
Lock out request		10		10	
Dehumidifier Adjustmenmt					
Misc. Items (screws, nails, wood, metal, etc.)					
Fan Coil Motor					
S/S Washing Machine hoses					
Work charged back to owners					
Bike Rack		15		15	
Total - Revenues	115,550	38,196	129,050	(90,854)	282,900

Expenses

Bank Charges	700	91	800	709	750
Commissions paid by the Association for credit car		6		(6)	
Elevator Maintenance & Repairs	7,500	911	8,000	7,089	8,500
Pest Control	500	1,221	500	(721)	500
Plumbing Repairs & Supplies	1,900		2,000	2,000	3,000
Janitorial Contract		1,700		(1,700)	20,000
Roof Repairs	2,500		3,000	3,000	1,500
Insurance : Hazard	7,900	1,578	8,000	6,422	15,000
Building Maintenance & Repairs	4,500	151	5,000	4,849	7,500
Insurance : Others	8,000		9,000	9,000	35,000
Termite Bond Insurance	1,000		1,000	1,000	2,000
Late Notice Fees	500	5	500	495	600
Landscape - Beautification Project	2,500		3,000	3,000	2,000
Landscaping: Contract	4,500		5,000	5,000	6,000
Landscape - Tree Preservation	300	6,012	300	(5,712)	500
Landscape - Irrigation system	800		800	800	750

Budgets Compared to the Actual and Recommended Budgets for Next Year

	<u>2007 - 2008</u>	<u>2008 - 2009</u>			<u>2009 - 2010</u>
	Last Year Annual Budgets	Current Year Actual	Current Year Budgets	Variance Real Vs Budgets	Recommended Budgets for Next Year
Landscaping : Other	800		1,000	1,000	1,500
Management : Contract	7,500		8,000	8,000	15,000
Meeting Expenses	300		300	300	400
Miscellaneous	500		500	500	500
Office Supplies	500	291	500	209	500
Phone, Fax, Internet	750	56	750	694	900
Pool : Repairs & Maintenance	1,600		1,500	1,500	1,800
Postage & Delivery	600		600	600	500
Professional Fees : Accounting	1,900		2,000	2,000	2,500
Professional Fees : Legal Fees	1,400		1,500	1,500	2,500
Social	300		300	300	500
Trash Pickup	4,500		5,000	5,000	6,000
Utilities : Electric	8,000	4,361	10,000	5,639	15,000
Utilities : Water/Sewer	1,800	563	2,000	1,437	2,100
Utilities : Others	950		1,000	1,000	1,100
Professional Fees - Architect & Engineering Fees	1,580		2,000	2,000	3,800
Cleaning Special Services	1,150	420	1,200	780	1,500
Bad Debts	500		500	500	700
Web Site	600		600	600	500
Supervisor - Salary					45,000
Suit Administrative Costs	500		500	500	500
Taxes	200		200	200	800
Pressure Washing	600		600	600	500
Keys & electronic devices	300	57	300	243	400
Pool - Suppliers, Furniture & Accessories	300		300	300	400
Club House Repairs	900		900	900	300
Cable TV	600	65	600	535	1,200
Club House Janitorial	1,500		1,500	1,500	900
Club House Phone & Cable	800		800	800	900
Club House Equipment Repairs	1,500		1,500	1,500	1,600
Club House Supplies	300	115	300	185	400
Payroll Processing	1,200		1,200	1,200	3,500
Permits, Filing fees & Inspections	500		500	500	600
Salaries	9,000		15,000	15,000	25,000
Employer's contribution for Fica	800		800	800	2,500
Employer's contribution for Medicare	500		500	500	3,000
Employee Training	400	450	400	(50)	500
Boiler Repairs/Maintenance	1,500		1,500	1,500	2,000
Contribution to Reserve Paving	1,000		1,000	1,000	2,000
Contribution to Reserve Roof	2,000		2,000	2,000	3,000
Maintenance & Repair Contingency	4,000		4,000	4,000	5,000
Contribution to Reserve - Elevators	4,000		4,000	4,000	5,000
Painting Supplies	1,000		1,000	1,000	2,000
Air Conditioning	1,000	1,236	1,000	(236)	2,000
Water Treatment	1,500		1,500	1,500	3,000
Exercise Room	1,000		1,000	1,000	1,500

Budgets Compared to the Actual and Recommended Budgets for Next Year

	<u>2007 - 2008</u>	<u>2008 - 2009</u>			<u>2009 - 2010</u>
	Last Year Annual Budgets	Current Year Actual	Current Year Budgets	Variance Real Vs Budgets	Recommended Budgets for Next Year
Security		350		(350)	3,500
Employer's contribution to Social Security					5,000
Total - Expenses	115,230	19,639	129,050	109,411	282,900
Net Income	320	18,557	0	18,557	0

DEMO

List of all deposits

From : 02/01/2008 to : 10/20/2008

Bank Account 100100.00 - Bank Account - Checking			56678565	
Trx #	Date	Description	Deposit #	Amount
156	05/12/2008	Deposit 100100.00 - Bank Account - Checking	9	25.00
130	05/01/2008	Deposit 100100.00 - Bank Account - Checking	8	8,671.09
97	04/01/2008	Deposit 100100.00 - Bank Account - Checking	7	12,841.17
78	03/03/2008	Deposit 100100.00 - Bank Account - Checking	6	60.00
63	03/03/2008	Deposit 100100.00 - Bank Account - Checking	3	6,176.63
50	02/29/2008	Deposit 100100.00 - Bank Account - Checking	2	1,144.15
70	02/19/2008	Deposit 100100.00 - Bank Account - Checking	5	786.65
69	02/19/2008	Deposit 100100.00 - Bank Account - Checking	4	50.00
12	02/01/2008	Deposit 100100.00 - Bank Account - Checking	1	9,166.99

Number of items =

9

Total :

38,921.68

Contains only the deposits really made. For other entries, see the menu: "Financial Statements... Bank reconciliation";
or the menu: "Print/View... List of accounts with transactions" or the "General Ledger" or the account statement.

DEMO

Check Register With Invoices Paid - for the Bank Account : 100100.00 - Bank Account - Checking

From : 02/01/2008 to : 10/20/2008

Type	Numbers	Trx #	Dates	Names : Beneficiary of the check, Counterpart account posted to and Description	Void ?	Invoice	Amount
Check	29	145	05/06/2008	Flow Air Conditioning		450.74	450.74
Invoice	467776	138	05/05/2008	Periodical air conditioning verification Florida Air Conditioning		450.74	
Check	28	144	05/06/2008	Piaf Cleaners		125.00	125.00
Invoice	9584	137	05/01/2008	Piaf Cleaners		125.00	
Check	27	143	05/06/2008	The Lock Shop		56.85	56.85
Invoice	8954	134	05/01/2008	The Lock Shop Repair Entrance door Lock		56.85	
Check	26	142	05/06/2008	Florida Exterminating		562.85	562.85
Invoice	4566	135	05/05/2008	Periodically control & treatment		562.85	
Check	25	141	05/06/2008	Hydro Electric Company		987.56	987.56
Invoice	984566	131	04/29/2008	Monthly consumption kw 2546		987.56	
Check	24	140	05/06/2008	AT&T		56.00	56.00
Invoice	334566	132	05/05/2008	AT&T invoice 334566 - April		56.00	
Check	23	139	05/06/2008	ADT		350.00	350.00
Invoice	45666	136	05/02/2008	ADT Monthly Contract		350.00	
Check	22	118	04/21/2008	Flow Air Conditioning		65.20	65.20
Invoice	9854	113	04/01/2008	Periodical air conditioning verification Florida Air Conditioning		65.20	
Check	21	110	04/11/2008	Othis Elevator		455.00	455.00
Invoice	56652	100	03/31/2008	Othis Elevator inv. 56652		455.00	
Check	20	109	04/11/2008	Flow Air Conditioning		563.25	563.25
Invoice	457752	81	02/13/2008	Periodical air conditioning verification Florida Air Conditioning		563.25	
Check	19	108	04/11/2008	Plain Fire Sprinklers		563.25	563.25
Invoice	98564	103	03/31/2008	Sprinkler verification		563.25	
Check	18	107	04/11/2008	Piaf Cleaners		295.00	295.00
Invoice	2008-02-15	42	02/15/2008	Piaf Cleaners 2008-02-15		125.00	
Invoice	MARCH	79	03/03/2008	Piaf Cleaners		125.00	
Invoice	3555	101	03/31/2008	Piaf Cleaners inv. 3555		45.00	
Check	17	106	04/11/2008	South Landscaping inc.		1,556.32	1,556.32
Invoice	35555	102	03/31/2008	South Landscaping inc. inv. 35555		1,556.32	
Check	16	105	04/11/2008	Florida Exterminating		657.89	657.89
Invoice	46767	98	03/31/2008	Periodically control & treatment		657.89	
Check	15	104	04/11/2008	Hydro Electric Company		1,522.26	1,522.26
Invoice	567634	99	03/31/2008	Periodically control & treatment		1,522.26	
Check	14	83	03/05/2008	Bellnorth		65.00	65.00
Invoice	FEB	80	03/05/2008	TV Cable Service Feb.		65.00	
Check	13	82	03/03/2008	John Janitor		850.00	850.00
Invoice	INT-2	55	03/01/2008			850.00	
Check	12	74	02/19/2008	200205.00 - Health Benefits Payable		0.00	5.00
Check	11	65	02/29/2008	Othis Elevator		455.58	455.58
Invoice	FEBRUARY	34	01/01/2008	Othis Elevator - Feb		455.58	
Check	10	64	02/29/2008	Flow Air Conditioning		156.85	156.85
Invoice	79965	41	02/13/2008	Periodical air conditioning verification Florida Air Conditioning		156.85	

Check Register With Invoices Paid - for the Bank Account : 100100.00 - Bank Account - Checking

From : 02/01/2008 to : 10/20/2008

Type	Numbers	Trx #	Dates	Names : Beneficiary of the check, Counterpart account posted to and Description	Void ?	Invoice	Amount
Check	9	40	02/19/2008	West Locksmith		95.62	95.62
Invoice	98564	32	02/15/2008	Keys for entrance door (4)		95.62	
Check	8	39	02/19/2008	Hydro Electric Company		1,851.32	1,851.32
Invoice	FEB	33	02/04/2008	Monthly consumption kw 4523 for Feb		1,851.32	
Check	7	37	02/18/2008	John Janitor		125.65	125.65
Invoice	STAPLES 2345671	21	02/14/2008	Reimburement Expanses - Stationnery & stamps		125.65	
Check	6	36	02/01/2008	John Janitor		850.00	850.00
Invoice	INT-1	35	02/01/2008			850.00	
Check	5	31	02/15/2008	Consultants Ingenium inc.		450.00	450.00
Invoice	251478	24	02/05/2008	Training on Condo Manager		450.00	
Check	4	30	02/15/2008	NEBS		165.78	165.78
Invoice	98547874	22	02/11/2008	NEBS - pre-printed checks		165.78	
Check	3	29	02/15/2008	Home Depot		55.00	55.00
Invoice	3457672	25	02/14/2008	Supplies for small carpet in the hall		55.00	
Check	2	28	02/15/2008	Mutual of CM		1,578.25	1,578.25
Invoice	RG56778	26	02/14/2008	Insurance policy renewal from Feb. 1 2008 to 2009		1,578.25	
Check	1	27	02/15/2008	Best Buy for Business		115.42	115.42
Invoice	98748556	23	02/14/2008	Best Buy for Business - printer ink		115.42	

29 Number of checks

This list has been established based on your criteria. It may not contain all checks and all invoices. Also, it could include some checks without invoices (imputed directly to the expense). When opening the books it is possible to have an amount to pay without having related invoices (since invoices have been recorded in the former system only).

15,081.64 15,086.64

DEMO

Bank Reconciliation : 03/31/2008

Bank of America - 4567 Main Street, Condocity

#

56678565

Balance on the bank statement as of :	03/31/2008	9,754.16
PLUS: Deposits not yet passed at the bank at this date		0.00
MINUS: Checks not yet passed at the bank at this date		-786.65
Adjusted bank account balance at the same date		8,967.51
Balance of the account in our books at the same date		8,967.51
Difference:		0.00

Deposits and checks made in current period

Date	Ch. #	Trx #	Check	Deposits	Description
03/03/2008	13	82	850.00		Check to John Janitor
03/03/2008		78		60.00	Deposit 100100.00 - Bank Account - Checking
03/03/2008		63		6,176.63	Deposit 100100.00 - Bank Account - Checking
03/05/2008	14	83	65.00		Check to Bellnorth Inv. FEB
03/31/2008		86	23.00		Bank fees 100100.00 - Bank Account - Checking
03/31/2008		85	12.00		Bank fees 100100.00 - Bank Account - Checking
03/31/2008		111	12.00		Bank fees 100100.00 - Bank Account - Checking
03/31/2008		112	8.00		Bank fees 100100.00 - Bank Account - Checking

Totals		<u>Checks</u>	<u>Deposits</u>	<u>Number</u>
		970.00	6 236.63	8

DEMO

Bank Reconciliation : 03/31/2008

Bank of America - 4567 Main Street, Condocity # 56678565

Checks and Deposits still outstanding (not passed at the bank yet)

Date	Ch. #	Trx #	Check	Deposits	Description
02/23/2008		76	786.65		Returned item 104.00 - Mrs Christina Blackburn on 100100.00 - Bank Ac

<u>Totals</u>	<u>Checks</u>	<u>Deposits</u>	<u>Number</u>
	786.65	0.00	1

DEMO

List of all deposits

From : 02/01/2008 to : 10/20/2008

Bank Account		100200.00 - Bank Account - Saving - RESERVE	345342324	
Trx #	Date	Description	Deposit #	Amount

Number of items =

Total :

Contains only the deposits really made. For other entries, see the menu: "Financial Statements... Bank reconciliation";
or the menu: "Print/View... List of accounts with transactions" or the "General Ledger" or the account statement.

Check Register With Invoices Paid - for the Bank Account : 100200.00 - Bank Account - Saving - RESERVE

From : 02/01/2008 to : 10/20/2008

Type	Numbers	Trx #	Dates	Names : Beneficiary of the check, Counterpart account posted to and Description	Void ?	Invoice	Amount
Check							
	Number of checks			<i>This list has been established based on your criteria. It may not contain all checks and all invoices. Also, it could include some checks without invoices (imputed directly to the expense). When opening the books it is possible to have an amount to pay without having related invoices (since invoices have been recorded in the former system only).</i>			