

No. 1 Dock Street 2011 / 2012 Budget

Fees	Action Property Management Fee	£ 17,620.00
DK/FEE	Professional Fees	£ 605.00
£ 18,225.00		
Staffing	Property Manager / Concierge	£ 29,328.00
DK/STF	Gardener	£ 630.00
£ 30,688.00	Accountant	£ 730.00
Insurance	Buildings Insurance	£ 16,234.00
DK/INS	Lift Insurance	£ 834.00
£ 17,391.00	Directors & Officers Liability Insurance	£ 323.00
Repairs and Maintenance	Repairs, maintenance and improvements	£ 14,000.00
DK/REP	Lift maintenance contract (x 4 lifts)	£ 12,273.00
£ 29,813.00	Fire equipment maintenance	£ 540.00
	Decorating	£ 3,000.00
Cleaning	Window cleaning	£ 2,328.00
DK/CLN	Carpet cleaning	£ 1,940.00
£ 4,628.00	Cleaning supplies	£ 360.00
Services	Electricity	£ 9,000.00
DK/SER	Water	£ 450.00
£ 10,410.00	Telephone (lifts)	£ 960.00
Community Fund	Web Site	£ 150.00
	Social Fund	£ 200.00
£ 350.00		
DK/RES	Reserve Fund	£ 6,570.00
£ 6,570.00		
TOTAL		£ 118,075.00

Service charges for apartments are divided in to three categories based on the floor size of the apartment. The category that your apartment falls into is indicated in the attached letter. The table below summaries these charges: -

Category	No of Apts in Category	10/11 Service Charge	11/12 Service Charge	Annual Increase	10/11 Totals	Ground Rent*	Total Annual Charge	Total Quarterly Charge
A	19	£1,130.00	£1,195.00	£65.00	£22,705.00	£150.00	£ 1,345.00	£ 336.25
B	59	£1,195.00	£1,260.00	£65.00	£74,340.00	£150.00	£ 1,410.00	£ 352.50
C	15	£1,290.00	£1,355.00	£65.00	£20,325.00	£150.00	£ 1,505.00	£ 376.25
Morgans	1	£690.00	£705.00	£15.00	£705.00	£0.00	£ 705.00	£ 176.25
Total	94				£118,075.00			

** Please note that ground rent is on behalf of Dock Street Freehold Company and is included as part of the total annual charge.*