

# **MONTHLY FINANCIAL REPORT**

*CCC 994*

*June 2017*

## **OCSCC No. 994 Financial Summary June 2017**

### **Revenue**

Currently OCSCC No. 994 has invoiced 100% of the budgeted revenue.

### **Expenses**

Utilities are over budget currently as some invoices were only received recently from 2016. We are working on correcting this with the auditor to add a journal entry. This will be corrected by next month once the audit is complete.

General repairs and maintenance are high due to the hallway repairs and elevator padding installation. We have made some savings by using Spot cleaners for the garage.

Consideration should be given to the value of the security coverage currently now that construction is complete.

There will be adjustments made before next cycle which will reflect in the utilities and we are awaiting some invoices to come in but currently we are above budget due to the performance audit.

### **Conclusion:**

We are showing above budget for the start of the year and once we have the fiscal year bills balanced and a few months in, it will give a clearer picture. The Audit is occurring and there will be some changes to come. We recommend reduced spending wherever possible in order to avoid a deficit this year due to decreased contributions.

# OCSCC 994

## BUDGET VS. ACTUALS: 2017/18 - FY18 P&L

June 2017

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% OF BUDGET
<b>INCOME</b>				
4000 Income				
4005 Common Element Fees	23,833	23,832	-1	100%
4010 Parking Income- Unsold parking		500	500	
<b>Total 4000 Income</b>	<b>23,833</b>	<b>24,332</b>	<b>499</b>	<b>98%</b>
<b>Total Income</b>	<b>\$23,833</b>	<b>\$24,332</b>	<b>\$499</b>	<b>98%</b>
<b>COST OF GOODS SOLD</b>				
4030 Contribution to Reserve Fund		8,281	8,281	
<b>Total Cost of Goods Sold</b>	<b>\$0</b>	<b>\$8,281</b>	<b>\$8,281</b>	<b>0%</b>
<b>GROSS PROFIT</b>	<b>\$23,833</b>	<b>\$16,051</b>	<b>\$ -7,782</b>	<b>148%</b>
<b>EXPENSES</b>				
5000 Utilities Expense				
5010 Gas	234	2,250	2,016	10%
5020 Hydro	3,421	2,375	-1,046	144%
5030 Water & Sewer	6,595	1,000	-5,595	660%
5040 Enterphone & Elevator Phone lines	354	358	5	99%
<b>Total 5000 Utilities Expense</b>	<b>10,603</b>	<b>5,983</b>	<b>-4,620</b>	<b>177%</b>
5400 Contracts				
5405 Annual Fire Inspection		241	241	
5418 Elevator		1,175	1,175	
5420 Fire Alarm Monitoring		52	52	
5424 Garbage/ Recycling Bin Removal	397	383	-13	103%
5425 HVAC Preventative Maintenance		166	166	
5430 Cleaning Contract	1,616	1,667	51	97%
5435 Landscaping		566	566	
5445 Pest Control		58	58	
5450 Security Contract		667	667	
5455 Snow Removal Contract		0	0	
5465 Garage Cleaning	1,209	2,000	791	60%
5470 Window Cleaning		900	900	
<b>Total 5400 Contracts</b>	<b>3,222</b>	<b>7,875</b>	<b>4,654</b>	<b>41%</b>
5500 General Repairs and Maintenance				
5501 Emergency Calls		100	100	
5502 Materials and supplies	184		-184	
5503 General Repairs and Maintenance	1,508	833	-675	181%
5518 Carpet Cleaning & Mat Service		1,200	1,200	
5540 HVAC	462	167	-295	277%
5550 Elevator	1,915	125	-1,790	1,532%
5555 Garage Door R&M	127	83	-44	153%
<b>Total 5500 General Repairs and Maintenance</b>	<b>4,197</b>	<b>2,508</b>	<b>-1,689</b>	<b>167%</b>
5800 Administrative Expenses				
5805 Audit-Financial		0	0	
5810 Insurance Expense/General & Liability Insurance	1,911	2,166	255	88%
5820 Legal		83	83	
5830 Property Management Fees	2,622	2,750	128	95%

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% OF BUDGET
5835 Performance Audit	7,257		-7,257	
5842 Postage, Meeting, Misc Expenses	-24		24	
5845 Bank Charges	171	58	-113	294%
5846 Office Expenses		0	0	
<b>Total 5800 Administrative Expenses</b>	<b>11,936</b>	<b>5,057</b>	<b>-6,879</b>	<b>236%</b>
<b>Total Expenses</b>	<b>\$29,957</b>	<b>\$21,424</b>	<b>\$ -8,534</b>	<b>140%</b>
NET OPERATING INCOME	<b>\$ -6,125</b>	<b>\$ -5,373</b>	<b>\$752</b>	<b>114%</b>
NET INCOME	<b>\$ -6,125</b>	<b>\$ -5,373</b>	<b>\$752</b>	<b>114%</b>

# OCSCC 994

## PROFIT AND LOSS

June 2017

	TOTAL
INCOME	
4000 Income	
4005 Common Element Fees	23,832.92
<b>Total 4000 Income</b>	<b>23,832.92</b>
<b>Total Income</b>	<b>\$23,832.92</b>
GROSS PROFIT	<b>\$23,832.92</b>
OTHER INCOME	
R4012 Reserve Fund Interest Income	0.89
<b>Total Other Income</b>	<b>\$0.89</b>
EXPENSES	
5000 Utilities Expense	
5010 Gas	233.65
5020 Hydro	3,420.52
5030 Water & Sewer	6,595.19
5040 Enterphone & Elevator Phone lines	353.65
<b>Total 5000 Utilities Expense</b>	<b>10,603.01</b>
5400 Contracts	
5424 Garbage/ Recycling Bin Removal	396.65
5430 Cleaning Contract	1,615.90
5465 Garage Cleaning	1,209.10
<b>Total 5400 Contracts</b>	<b>3,221.65</b>
5500 General Repairs and Maintenance	
5502 Materials and supplies	183.63
5503 General Repairs and Maintenance	1,508.11
5540 HVAC	462.17
5550 Elevator	1,915.35
5555 Garage Door R&M	127.24
<b>Total 5500 General Repairs and Maintenance</b>	<b>4,196.50</b>
5800 Administrative Expenses	
5810 Insurance Expense/General & Liability Insurance	1,910.96
5830 Property Management Fees	2,621.60
5835 Performance Audit	7,256.86
5842 Postage, Meeting, Misc Expenses	-23.65
5845 Bank Charges	170.55
<b>Total 5800 Administrative Expenses</b>	<b>11,936.32</b>
<b>Total Expenses</b>	<b>\$29,957.48</b>
<b>PROFIT</b>	<b>\$ -6,123.67</b>

# OCSCC 994

## BALANCE SHEET

As of June 30, 2017

	TOTAL
<b>ASSETS</b>	
Current Assets	
1500 Allowance for bad debts	-8.27
R1300 Due from Operating Fund	-12,107.21
Cash and cash equivalents	
1010 Cash Operating Account	62,918.60
1020 Cash Reserve Fund	31,111.72
<b>Total Cash and cash equivalents</b>	<b>\$94,030.32</b>
Accounts receivable (A/R)	
1100 Accounts Receivable	17,186.62
<b>Total Accounts receivable (A/R)</b>	<b>\$17,186.62</b>
<b>Total Current Assets</b>	<b>\$99,101.46</b>
<b>Total Assets</b>	<b>\$99,101.46</b>
<b>LIABILITIES AND EQUITY</b>	
Current Liabilities	
2010 Accrued Accounts Payable	4,697.53
2020 Due to/from Reserve	-12,107.21
Accounts Payable	
2000 Accounts Payable	44,643.92
<b>Total Accounts Payable</b>	<b>\$44,643.92</b>
<b>Total Current Liabilities</b>	<b>\$37,234.24</b>
Equity	
Retained Earnings	67,990.89
Profit for the year	-6,123.67
<b>Total Equity</b>	<b>\$61,867.22</b>
<b>Total Liabilities and Equity</b>	<b>\$99,101.46</b>

# OCSCC 994

## A/P AGING SUMMARY

As of June 30, 2017

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
Ainger Cabling & Security		310.76				\$310.76
Bell A/C # 613 828 9085 (010)	353.65	353.99	343.35			\$1,050.99
Capital Concierge Ltd.		-2,621.60				\$ -2,621.60
Enbridge-2785 BASELINE RD	2,860.25					\$2,860.25
exp Services Inc.		7,256.86				\$7,256.86
Greatwise Developments Corporation					19,040.51	\$19,040.51
Hydro-2785 BASELINE RD P/R	3,931.32					\$3,931.32
Lock Solutions Inc.		202.95				\$202.95
Optimum Mechanical Solutions		462.17				\$462.17
Pivotech Doors Inc.	127.24					\$127.24
Redwood Residents					2,621.60	\$2,621.60
Solid General Contractors		1,178.03				\$1,178.03
Spot Maintenance Ltd.	4,440.90					\$4,440.90
Strivetechn Elevator Services Inc.		1,152.60			1,152.60	\$2,305.20
Technical Standards and Safety Authority					299.45	\$299.45
Waste Connections of Canada Inc.	396.65	390.79	389.85			\$1,177.29
<b>TOTAL</b>	<b>\$12,110.01</b>	<b>\$8,686.55</b>	<b>\$733.20</b>	<b>\$0.00</b>	<b>\$23,114.16</b>	<b>\$44,643.92</b>

# OCSCC 994

## A/R AGING SUMMARY

As of July 18, 2017

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
103 - Burke, Melville & Paulette		357.39				\$357.39
104 - Hedger, Sheila & Butler, Sally-Ann		298.74			-14.48	\$284.26
105 - Huisman, Darcy		267.55			-4.05	\$263.50
106 - Victoria Ashcroft		284.94				\$284.94
108 - Atkinson, Jena		267.07				\$267.07
109 - Jijun Zhao		284.94				\$284.94
110 - Devine, Jake		284.94			-3.34	\$281.60
111 - Harb, Mona		284.94			-3.37	\$281.57
112 - Lapietra, Vincenzo		237.04			-1.05	\$235.99
114 - VanWyck, Zoe		284.94			-3.37	\$281.57
201 - Rotter, Roland & Barbara		354.30				\$354.30
202 - Henshaw, Naomie		422.93	422.93	422.93	1,644.17	\$2,912.96
203 - Yue Zhang		361.92				\$361.92
204 - Temeljkovski, Bojana		272.31			-3.82	\$268.49
205 - Prak, Sorn & Tran, Hong		267.55			-4.09	\$263.46
206 - Wong, Sandra		289.95			-3.35	\$286.60
207 - Galehdar, Zahra		225.19			-3.35	\$221.84
209 - Pap, Ilona		284.94			-3.43	\$281.51
210 - Watkins, Kimberley		289.95	-4.20	-4.20	542.10	\$823.65
211 - Ary, Natan		284.94			-4.16	\$280.78
212 - Pedlar, Shannon		237.04			-5.44	\$231.60
213 - Caron, Jean-Luc		253.75			15.08	\$268.83
214 - Hickman, Susan		289.95				\$289.95
215 - Daher, Mohammed		361.92			25.91	\$387.83
216 - Mattai, Angelina		357.39			-3.92	\$353.47
217 - Rawlings, Douglas		254.44			-4.75	\$249.69
218 - Wilson, Rebecca		185.56			-7.48	\$178.08
219 - Hewitt, Richard & Sharon		245.86			-4.83	\$241.03
220 - Keay, David & Hudak, Constance		237.04			-5.44	\$231.60
301 - Papadolias, Nicholas		354.30				\$354.30
302 - Dham, Houssam		454.13				\$454.13
303 - Hay, Gary		361.92				\$361.92
304 - Zaher, Andre & Liana		272.31			-3.82	\$268.49
305 - Lafrance, Aline & Alberelli, Raymond		267.55			-4.09	\$263.46
306 - Rafoul, Elias		289.95			-3.35	\$286.60
307 - Hoffman, Taylor		202.51				\$202.51
308 - Burda, Veronika		272.31				\$272.31
309 - ZW Project Management		284.94			-3.43	\$281.51
310 - Kennedy, Carrie		289.95			-3.35	\$286.60
311 - Pretty, Caylea		284.94			-3.43	\$281.51
312 - Slocinski, Mieczyslaw & Irena		205.84				\$205.84
313 - King, Brian		284.94	-4.16	-4.22	541.41	\$817.97
314 - Armstrong, Carol & Thomas		289.95			-38.15	\$251.80
317 - Milne, Bradley		254.44			-4.35	\$250.09
318 - Tran, Tahn-Tinh		154.36				\$154.36



	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
319 - Oliver Lamothe		245.86			-4.25	\$241.61
320 - Barker, Connie		237.04			-5.44	\$231.60
401 - Silgado, Anne		354.30				\$354.30
402 - Leung, Pauline		422.93	-3.73	-3.73	-28.07	\$387.40
403 - Janzen, Erika & Jac		361.92			-233.06	\$128.86
404 - Aubin, Marc		272.31			-3.82	\$268.49
405 - Marquez, Luize		267.55			-4.09	\$263.46
407 - Mah, Adeline		233.70			-60.22	\$173.48
408 - Brown, Marshall		272.31			-3.82	\$268.49
409 - Biswas, Devaleena		242.04			-5.39	\$236.65
410 - Lepage, Denis		237.04			-5.44	\$231.60
411 - Laframboise, John & Candice		242.04			-5.39	\$236.65
412 - Laframboise, John & Candice		237.04			-5.44	\$231.60
413 - Baskin, Meaghan		242.04			-5.39	\$236.65
414 - El-Khour, Said		444.15	32.15		62.58	\$538.88
415 - Voyce, Geoff & Jackie		414.12	-3.87	-3.87	-29.59	\$376.79
416 - Peter & Davina Chow		185.56			-49.35	\$136.21
417 - McIntyre, Amanda		245.86			-4.83	\$241.03
418 - Brazeau, Eric		237.04			-5.44	\$231.60
419 - Okwir, Joseph		334.75			-160.16	\$174.59
Greatwise Developments		414.11	3,726.99		951.84	\$5,092.94
101		343.40	343.40	343.40		\$1,030.20
102		393.14	393.14	393.14		\$1,179.42
113		284.94	284.94	284.94		\$854.82
115		357.39	357.39	357.39		\$1,072.17
116		357.39	357.39	357.39		\$1,072.17
117		317.12	317.12	317.12		\$951.36
118		267.55	267.55	267.55		\$802.65
119		334.75	334.75	334.75		\$1,004.25
208		272.31	272.31	272.31		\$816.93
221		334.75	334.75	334.75		\$1,004.25
315		361.92	361.92	361.92		\$1,085.76
316		357.39	357.39	357.39		\$1,072.17
321		334.75	334.75	334.75	334.75	\$1,339.00
406		289.95	289.95	289.95	53.58	\$923.43
<b>Total Greatwise Developments</b>		<b>5,020.86</b>	<b>8,333.74</b>	<b>4,606.75</b>	<b>1,340.17</b>	<b>\$19,301.52</b>
Mynssen, Edsel (107)					-4.44	\$ -4.44
<b>TOTAL</b>	<b>\$0.00</b>	<b>\$23,604.22</b>	<b>\$8,772.86</b>	<b>\$5,013.66</b>	<b>\$3,400.10</b>	<b>\$40,790.84</b>

# OCSCC 994

## TRANSACTION LIST BY SUPPLIER

June 2017

DATE	TRANSACTION TYPE	#	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
9495100 Canada Ltd.						
20-06-2017	Bill Payment (Cheque)	FCN_8748-7	Yes		1010 Cash Operating Account	-50.85
Activox Electronics Ltd.						
20-06-2017	Bill Payment (Cheque)	FCN_8748-1	Yes		1010 Cash Operating Account	-372.90
Ainger Cabling & Security						
01-06-2017	Bill	136454	Yes		2000 Accounts Payable	127.13
13-06-2017	Bill	136680	Yes		2000 Accounts Payable	183.63
Bell A/C # 613 828 9085 (010)						
22-06-2017	Bill	JN22 - JL21 2017	Yes		2000 Accounts Payable	353.65
Capital Concierge Ltd.						
01-06-2017	Bill	HA4682	Yes		2000 Accounts Payable	2,621.60
02-06-2017	Bill Payment (Cheque)		Yes		1010 Cash Operating Account	-2,700.25
27-06-2017	Bill Payment (Cheque)	FCN	Yes		1010 Cash Operating Account	-2,542.95
Enbridge-2785 BASELINE RD						
15-06-2017	Bill	910024830661	Yes		2000 Accounts Payable	2,478.67
27-06-2017	Bill	513001225745	Yes		2000 Accounts Payable	381.58
exp Services Inc.						
20-06-2017	Bill Payment (Cheque)	FCN_8748-2	Yes		1010 Cash Operating Account	-9,548.50
27-06-2017	Bill	381652	Yes		2000 Accounts Payable	7,256.86
Hydro-2785 BASELINE RD P/R						
16-06-2017	Bill	63905153210025286307	Yes		2000 Accounts Payable	3,931.32
Innovative Elevator Services						
01-06-2017	Bill	620	Yes		2000 Accounts Payable	1,915.35
20-06-2017	Bill Payment (Cheque)	FCN_8748-8	Yes	Voided	1010 Cash Operating Account	0.00
26-06-2017	Bill Payment (Cheque)	FCN_8748-8	Yes		1010 Cash Operating Account	-1,915.35
Liz Schreader						
20-06-	Supplier Credit		Yes		2000 Accounts Payable	-23.65

DATE	TRANSACTION TYPE	#	POSTING	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
2017						
20-06-2017	Bill Payment (Cheque)		Yes			0.00
Lock Solutions Inc.						
12-06-2017	Bill	20927	Yes		2000 Accounts Payable	112.55
20-06-2017	Bill Payment (Cheque)	FCN_8748-3	Yes		1010 Cash Operating Account	-336.12
27-06-2017	Bill	21025	Yes		2000 Accounts Payable	90.40
Optimum Mechanical Solutions						
01-06-2017	Bill	SE17-2327	Yes		2000 Accounts Payable	462.17
20-06-2017	Bill Payment (Cheque)	FCN_8748-4	Yes		1010 Cash Operating Account	-506.24
Ottawa Water & Sewer						
14-06-2017	Bill	DE16 - JN14 2017	Yes		2000 Accounts Payable	5,797.56
14-06-2017	Bill Payment (Cheque)	EFT0413	Yes		1010 Cash Operating Account	-5,797.56
Paper Sign Man Inc.						
20-06-2017	Bill Payment (Cheque)	FCN_8748-9	Yes		1010 Cash Operating Account	-133.34
Pivotech Doors Inc.						
01-06-2017	Bill	34917	Yes		2000 Accounts Payable	127.24
20-06-2017	Bill Payment (Cheque)	FCN_8748-5	Yes		1010 Cash Operating Account	-502.96
Solid General Contractors						
27-06-2017	Bill	41298	Yes		2000 Accounts Payable	1,178.03
Spot Maintenance Ltd.						
14-06-2017	Bill	EX0617-baseline	Yes		2000 Accounts Payable	1,209.10
30-06-2017	Bill	M0617-48	Yes		2000 Accounts Payable	1,615.90
Tremblay Fire Solutions Ltd.						
20-06-2017	Bill Payment (Cheque)	FCN_8748-6	Yes		1010 Cash Operating Account	-463.30
Waste Connections of Canada Inc.						
30-06-2017	Bill	7140-0000718367	Yes		2000 Accounts Payable	396.65

## 1010 Cash Operating Account, Period Ending 30-06-2017

## RECONCILIATION REPORT

Reconciled on: 10-07-2017

Reconciled by: jwalker@capitalconciierge.ca

Any changes made to transactions after this date aren't included in this report.

## Summary

CAD

Statement beginning balance	65,868.70
Cheques and payments cleared	-26,684.04
Deposits and other credits cleared	25,338.29
Statement ending balance	<u>64,522.95</u>

Uncleared transactions as of 30-06-2017	-1,604.35
Register balance as of 30-06-2017	62,918.60
Cleared transactions after 30-06-2017	0.00
Uncleared transactions after 30-06-2017	-18,834.91
Register balance as of 10-07-2017	<u>44,083.69</u>

## Details

## Cheques and payments cleared

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
29-05-2017	Bill Payment	FCN_8746-1	3022366 Canada Inc.	-659.26
29-05-2017	Bill Payment	FCN_8746-2	Spot Maintenance Ltd.	-1,615.90
02-06-2017	Bill Payment		Capital Concierge Ltd.	-2,700.25
02-06-2017	Expense			-9.75
02-06-2017	Expense			-1.10
06-06-2017	Expense			-159.70
07-06-2017	Expense			-1,910.96
14-06-2017	Bill Payment	EFT0413	Ottawa Water & Sewer	-5,797.56
20-06-2017	Bill Payment	FCN_8748-4	Optimum Mechanical Solutions	-506.24
20-06-2017	Bill Payment	FCN_8748-5	Pivotech Doors Inc.	-502.96
20-06-2017	Bill Payment	FCN_8748-7	9495100 Canada Ltd.	-50.85
20-06-2017	Bill Payment	FCN_8748-9	Paper Sign Man Inc.	-133.34
20-06-2017	Bill Payment	FCN_8748-3	Lock Solutions Inc.	-336.12
20-06-2017	Bill Payment	FCN_8748-2	exp Services Inc.	-9,548.50
20-06-2017	Bill Payment	FCN_8748-1	Activox Electronics Ltd.	-372.90
20-06-2017	Bill Payment	FCN_8748-6	Tremblay Fire Solutions Ltd.	-463.30
26-06-2017	Bill Payment	FCN_8748-8	Innovative Elevator Services	-1,915.35

Total -26,684.04

## Deposits and other credits cleared

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
19-04-2017	Bill Payment	FCN_8742-5	Pivotech Doors Inc.	0.00
01-06-2017	Receive Payment		313 - King, Brian	289.10
01-06-2017	Receive Payment		210 - Watkins, Kimberley	294.15
01-06-2017	Receive Payment		415 - Voyce, Geoff & Jackie	417.99
01-06-2017	Receive Payment		402 - Leung, Pauline	426.66
01-06-2017	Receive Payment		318 - Tran, Tahn-Tinh	154.36
01-06-2017	Receive Payment		416 - Peter & Davina Chow	185.56
01-06-2017	Receive Payment		218 - Wilson, Rebecca	185.56
01-06-2017	Receive Payment		307 - Hoffman, Taylor	202.51
01-06-2017	Receive Payment		312 - Slocinski, Mieczyslaw & ...	205.84
01-06-2017	Receive Payment		207 - Galehdar, Zahra	225.19
01-06-2017	Receive Payment		Mynssen, Edsel (107)	228.70
01-06-2017	Receive Payment		407 - Mah, Adeline	233.70
01-06-2017	Receive Payment		410 - Lepage, Denis	237.04
01-06-2017	Receive Payment		418 - Brazeau, Eric	237.04
01-06-2017	Receive Payment		412 - Laframboise, John & Ca...	237.04

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
01-06-2017	Receive Payment		112 - Lapietra, Vincenzo	237.04
01-06-2017	Receive Payment		320 - Barker, Connie	237.04
01-06-2017	Receive Payment		220 - Keay, David & Hudak, C...	237.04
01-06-2017	Receive Payment		212 - Pedlar, Shannon	237.04
01-06-2017	Receive Payment		409 - Biswas, Devaleena	242.04
01-06-2017	Receive Payment		413 - Baskin, Meaghan	242.04
01-06-2017	Receive Payment		411 - Laframboise, John & Ca...	242.04
01-06-2017	Receive Payment		219 - Hewitt, Richard & Sharon	245.86
01-06-2017	Receive Payment		319 - Oliver Lamothe	245.86
01-06-2017	Receive Payment		417 - McIntyre, Amanda	245.86
01-06-2017	Receive Payment		213 - Caron, Jean-Luc	253.75
01-06-2017	Receive Payment		317 - Milne, Bradley	254.44
01-06-2017	Receive Payment		217 - Rawlings, Douglas	254.44
01-06-2017	Receive Payment		108 - Atkinson, Jena	267.07
01-06-2017	Receive Payment		305 - Lafrance, Aline & Albere...	267.55
01-06-2017	Receive Payment		405 - Marquez, Luize	267.55
01-06-2017	Receive Payment		205 - Prak, Sorn & Tran, Hong	267.55
01-06-2017	Receive Payment		105 - Huisman, Darcy	267.55
01-06-2017	Receive Payment		408 - Brown, Marshall	272.31
01-06-2017	Receive Payment		404 - Aubin, Marc	272.31
01-06-2017	Receive Payment		204 - Temeljkovski, Bojana	272.31
01-06-2017	Receive Payment		304 - Zaher, Andre & Liana	272.31
01-06-2017	Receive Payment		308 - Burda, Veronika	272.31
01-06-2017	Receive Payment		109 - Jijun Zhao	284.94
01-06-2017	Receive Payment		309 - ZW Project Management	284.94
01-06-2017	Receive Payment		111 - Harb, Mona	284.94
01-06-2017	Receive Payment		114 - VanWyck, Zoe	284.94
01-06-2017	Receive Payment		209 - Pap, Ilona	284.94
01-06-2017	Receive Payment		211 - Ary, Natan	284.94
01-06-2017	Receive Payment		110 - Devine, Jake	284.94
01-06-2017	Receive Payment		311 - Pretty, Caylea	284.94
01-06-2017	Receive Payment		106 - Victoria Ashcroft	284.94
01-06-2017	Receive Payment		306 - Rafoul, Elias	289.95
01-06-2017	Receive Payment		314 - Armstrong, Carol & Tho...	289.95
01-06-2017	Receive Payment		310 - Kennedy, Carrie	289.95
01-06-2017	Receive Payment		206 - Wong, Sandra	289.95
01-06-2017	Receive Payment		214 - Hickman, Susan	289.95
01-06-2017	Receive Payment		104 - Hedger, Sheila & Butler, ...	298.74
01-06-2017	Receive Payment		419 - Okwir, Joseph	334.75
01-06-2017	Receive Payment		201 - Rotter, Roland & Barbara	354.30
01-06-2017	Receive Payment		401 - Silgado, Anne	354.30
01-06-2017	Receive Payment		301 - Papadolias, Nicholas	354.30
01-06-2017	Receive Payment		216 - Mattai, Angelina	357.39
01-06-2017	Receive Payment		103 - Burke, Melville & Paulette	357.39
01-06-2017	Receive Payment		303 - Hay, Gary	361.92
01-06-2017	Receive Payment		215 - Daher, Mohammed	361.92
01-06-2017	Receive Payment		403 - Janzen, Erika & Jac	361.92
01-06-2017	Receive Payment		203 - Yue Zhang	361.92
01-06-2017	Receive Payment		414 - El-Khour, Said	412.00
01-06-2017	Receive Payment		302 - Dham, Houssam	454.13
16-06-2017	Deposit			1,866.30
16-06-2017	Receive Payment		Greatwise Developments:(419...	300.73
16-06-2017	Receive Payment		Greatwise Developments:(214...	289.95
16-06-2017	Receive Payment		Greatwise Developments:(214...	289.95
16-06-2017	Receive Payment		Greatwise Developments:118	267.55
16-06-2017	Receive Payment		Greatwise Developments:208	272.31
16-06-2017	Receive Payment		Greatwise Developments:113	284.94
16-06-2017	Receive Payment		Greatwise Developments:406	236.37
16-06-2017	Receive Payment		Greatwise Developments:117	317.12
16-06-2017	Receive Payment		Greatwise Developments:221	334.75
16-06-2017	Receive Payment		Greatwise Developments:119	334.75
16-06-2017	Receive Payment		Greatwise Developments:101	343.40
16-06-2017	Receive Payment		Greatwise Developments:316	357.39

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
16-06-2017	Receive Payment		Greatwise Developments:116	357.39
16-06-2017	Receive Payment		Greatwise Developments:115	357.39
16-06-2017	Receive Payment		Greatwise Developments:315	361.92
16-06-2017	Receive Payment		Greatwise Developments:102	393.14
20-06-2017	Bill Payment	FCN_8748-8	Innovative Elevator Services	0.00

Total 25,338.29

#### Additional Information

##### Uncleared cheques and payments

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
27-06-2017	Bill Payment	FCN	Capital Concierge Ltd.	-2,542.95
05-07-2017	Expense			-6.00
05-07-2017	Expense			-1.32
05-07-2017	Bill Payment		Hydro-2785 BASELINE RD P/R	-3,931.32
06-07-2017	Bill Payment	FCN_8750-5	Pivotech Doors Inc.	-127.24
06-07-2017	Bill Payment	FCN_8750-6	Spot Maintenance Ltd.	-2,825.00
06-07-2017	Bill Payment	FCN_8750-7	Strivetech Elevator Services Inc.	-2,305.20
06-07-2017	Bill Payment	FCN_8750-8	Ainger Cabling & Security	-310.76
06-07-2017	Bill Payment	FCN_8750-4	Optimum Mechanical Solutions	-462.17
06-07-2017	Bill Payment	FCN_8750-9	Technical Standards and Safe...	-299.45
06-07-2017	Bill Payment	FCN_8750-2	exp Services Inc.	-7,256.86
06-07-2017	Bill Payment	FCN_8750-1	3022366 Canada Inc.	-638.00
06-07-2017	Bill Payment	FCN_8750-3	Lock Solutions Inc.	-202.95
07-07-2017	Bill Payment	EFT2509	Bell A/C # 613 828 9085 (010)	-697.34

Total -21,606.56

##### Uncleared deposits and other credits

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
21-02-2017	Receive Payment		302 - Dham, Houssam	938.60
05-07-2017	Receive Payment		107 - Xiyin Deng	228.70

Total 1,167.30



ROYAL BANK OF CANADA  
P.O. BOX 6011 STATION A  
MONTREAL QC H3C 3B8

# Business Account Statement

RBBD30000\_1952632 E D 00006 00208

OTTAWA-CARLETON STANDARD CONDOMINIUM CORPORATION

OPERATING

C/O CAPITAL CONCIERGE

904 LADY ELLEN PL

OTTAWA ON K1Z 5L5

May 31, 2017 to June 30, 2017

**Account number:** 00006 108-281-7

## How to reach us:

Please contact your RBC Banking representative or call

1-800-Royal®2-0

(1-800-769-2520)

[www.rbcroyalbank.com/business](http://www.rbcroyalbank.com/business)

## Account Summary for this Period

### RBC Business Essentials® Variable Pricing Account

#### Royal Bank of Canada

90 SPARKS ST, OTTAWA, ON K1P 5T6

Opening balance on May 31, 2017	\$65,868.70
Total deposits & credits (3)	+ 25,338.29
Total cheques & debits (8)	- 26,684.04
<b>Closing balance on June 30, 2017</b>	<b>= \$64,522.95</b>

### Have your business needs changed? We can help.

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## Account Activity Details

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
	<b>Opening balance</b>			<b>65,868.70</b>
01 Jun	Direct Payment (PAD's) service total GRADS2850610000		16,945.04	82,813.74
	eCheque deposit 13770		1,427.90	
	Direct Deposits (PDS) service total GRADS0918610000	2,275.16		81,966.48
	Electronic transaction fee 10 Drs @ 0.75 3 Crs @ 0.75	9.75		
	Items on deposit fee 5 ID @ 0.22	1.10		81,955.63
02 Jun	Misc Payment	2,700.25		79,255.38
06 Jun	Activity fee	159.70		79,095.68
07 Jun	Insurance INTACT INS. CO.	1,910.96		77,184.72
16 Jun	eCheque deposit 13770		6,965.35	84,150.07
21 Jun	Bill payment - 0413 OTT WTR & SEWER	5,797.56		78,352.51



# Business Account Statement

May 31, 2017 to June 30, 2017  
Account number: 00006 108-281-7

## Account Activity Details - continued

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
29 Jun	Direct Deposits (PDS) service total GRADS0918610000	13,829.56		64,522.95
	<b>Closing balance</b>			<b>64,522.95</b>

Account Fees: \$170.55

## Important Account Information

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# **MONTHLY RESERVE FINANCIAL REPORT**

*CCC 994*

*June 2107*

**OCSCC No. 994  
Reserve Financial Summary May 2017**

**Revenue:**

Currently OCSCC No. 994 contributed no amounts due to budget not being approved. This will be corrected next month.

**Expenses:**

The reserve fund balance as of June 1st was \$31,111.72.

**Conclusion:**

We are showing above budget for the start of the year and once we have the fiscal year bills balanced and a few months in, it will give a clearer picture. The Audit is occurring and there will be some changes to come. We recommend reduced spending wherever possible in order to avoid a deficit this year due to decreased contributions.

# OCSCC 994

## PROFIT AND LOSS

June 2017

	TOTAL
INCOME	
<b>Total Income</b>	
GROSS PROFIT	<b>\$0</b>
OTHER INCOME	
R4012 Reserve Fund Interest Income	1
<b>Total Other Income</b>	<b>\$1</b>
EXPENSES	
<b>Total Expenses</b>	
PROFIT	<b>\$1</b>

## OCSCC 994

## 1020 Cash Reserve Fund, Period Ending 30-06-2017

## RECONCILIATION REPORT

Reconciled on: 10-07-2017

Reconciled by: jwalker@capitalconciierge.ca

Any changes made to transactions after this date aren't included in this report.

## Summary

CAD

Statement beginning balance	31,110.83
Cheques and payments cleared	0.00
Deposits and other credits cleared	0.89
Statement ending balance	<u>31,111.72</u>
Register balance as of 30-06-2017	31,111.72
Cleared transactions after 30-06-2017	0.00
Uncleared transactions after 30-06-2017	0.87
Register balance as of 10-07-2017	31,112.59

## Details

Deposits and other credits cleared

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
02-06-2017	Deposit			0.89
Total				0.89

## Additional Information

Uncleared deposits and other credits

DATE	TYPE	REF NO.	PAYEE	AMOUNT (CAD)
05-07-2017	Deposit			0.87
Total				0.87



ROYAL BANK OF CANADA  
P.O. BOX 6011 STATION A  
MONTREAL QC H3C 3B8

## Business Account Statement

RBDDA30000\_1952632 E D 00006 00211

OTTAWA-CARLETON STANDARD CONDOMINIUM CORPORATION

RESERVE

C/O CAPITAL CONCIERGE

904 LADY ELLEN PL

OTTAWA ON K1Z 5L5

May 31, 2017 to June 30, 2017

**Account number:** 00006 108-284-1

**How to reach us:**

Please contact your RBC Banking representative or call

1-800-Royal®2-0

(1-800-769-2520)

[www.rbcroyalbank.com/business](http://www.rbcroyalbank.com/business)

### Account Summary for this Period

**RBC Business Essentials® Savings Account**

**Royal Bank of Canada**

90 SPARKS ST, OTTAWA, ON K1P 5T6

Opening balance on May 31, 2017	\$31,110.83
Total deposits & credits (1)	+ 0.89
Total cheques & debits (0)	- 0.00
Closing balance on June 30, 2017	= \$31,111.72

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### Account Activity Details

Date	Description	Cheques & Debits (\$)	Deposits & Credits (\$)	Balance (\$)
	Opening balance			31,110.83
01 Jun	Deposit interest		0.89	31,111.72
	Closing balance			31,111.72

**Deposit Interest Earned: \$0.89**



# Business Account Statement

May 31, 2017 to June 30, 2017  
**Account number: 00006 108-284-1**

## Important Account Information

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