

MONTHLY FINANCIAL REPORT

OCSCC 865

December 2017

OCSCC 865 Monthly Financials

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MONTHLY FINANCIAL REPORT SUMMARY

OCSCC 865

December 2017

Revenue

100% of Condo fees have been invoiced.

Expenses

Utility expenses for this month are within budget. We are beginning to see an increase in gas expenses and a decrease in hydro expenses as the switch from cooling to heating has taken place and is reflected in the invoices for utilities that are coming in.

Cleaning costs are under budget as we reduced part of the contract expenses and are now continuing to see an overall savings on that.

Overall, contract expenses are under budget to date. General expenses this month include some invoices from Pyron for smoke detector replacements, the repair of the ceiling in the hallway at the 4th floor, the ceiling in unit 406, the fixing of the damaged AC pipe wrap on the roof, weather stripping of rooftop doors, and the investigation and repair of the ceiling in the front vestibule of the foyer.

Insurance expenses continue to be over budget as the renewal was higher than originally anticipated. Each year our insurance broker does shop to ensure that the condo receives the most competitive price for their insurance.

Moving forward we should also expect to see an increase in management and CAO (Condominium Authority of Ontario) due to the new Condo Act which has come into effect as of November 1st, 2017.

OCSCC #865

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

December 2017

| | TOTAL | | | |
|---|-----------------|-----------------|--------------|-------------|
| | ACTUAL | BUDGET | OVER BUDGET | % OF BUDGET |
| Income | | | | |
| 4005 Common Element Fees | 18,441 | 18,409 | 33 | 100% |
| Total Income | \$18,441 | \$18,409 | \$33 | 100% |
| Cost of Goods Sold | | | | |
| 4500 Contribution to Reserve Fund | 5,108 | 5,108 | 0 | 100% |
| Total Cost of Goods Sold | \$5,108 | \$5,108 | \$0 | 100% |
| GROSS PROFIT | \$13,333 | \$13,300 | \$33 | 100% |
| Expenses | | | | |
| 5000 Utilities | | | | |
| 5010 Gas | 2,682 | 750 | 1,932 | 358% |
| 5020 Hydro | 904 | 1,919 | -1,015 | 47% |
| 5030 Water & Sewer | 1,442 | 1,210 | 232 | 119% |
| 5040 Telecom Expense | 66 | 208 | -142 | 32% |
| Total 5000 Utilities | 5,094 | 4,088 | 1,007 | 125% |
| 5400 Contract Repair and Maintenance | | | | |
| 5405 Security and Fire Monitoring | | 71 | -71 | |
| 5410 General Cleaning | 1,672 | 1,833 | -161 | 91% |
| 5412 Mat Service | 1,051 | 230 | 821 | 457% |
| 5415 Waste System | | 212 | -212 | |
| 5425 Garage Door | | 42 | -42 | |
| 5440 HVAC | 252 | 100 | 152 | 252% |
| 5455 Elevator Maintenance | 436 | 437 | -1 | 100% |
| 5460 Fitness Equipment Maintenance | | 67 | -67 | |
| 5465 Landscaping | | 346 | -346 | |
| 5470 Snow Removal | 749 | 346 | 402 | 216% |
| 5473 Pest Control | 40 | 40 | -0 | 99% |
| Total 5400 Contract Repair and Maintenance | 4,199 | 3,723 | 476 | 113% |
| 5500 Repair and Maintenance | | | | |
| 5503 General Repairs & Maintenance | 6,869 | 1,167 | 5,702 | 589% |
| 5504 Emergency Calls | | 67 | -67 | |
| 5509 Garage Maintenance | | 83 | -83 | |
| 5510 Cleaning | | 125 | -125 | |
| 5518 Window Cleaning | | 125 | -125 | |
| 5520 HVAC | | 125 | -125 | |
| 5525 Waste System | 273 | 29 | 244 | 937% |
| 5550 Elevator | 226 | 208 | 18 | 108% |
| Total 5500 Repair and Maintenance | 7,368 | 1,929 | 5,439 | 382% |
| 5800 Administrative Expenses | | | | |
| 5801 Property Management Fees | 2,209 | 1,912 | 297 | 116% |
| 5810 Office Expenses | | 75 | -75 | |
| 5812 Bank Charges | 75 | 100 | -25 | 75% |
| 5830 Insurance Expense | 1,054 | 1,040 | 14 | 101% |
| 5832 Legal | | 42 | -42 | |
| 5833 Audit Fees | | 333 | -333 | |
| Total 5800 Administrative Expenses | 3,338 | 3,502 | -164 | 95% |

| | TOTAL | | | |
|----------------------|-----------|----------|-------------|-------------|
| | ACTUAL | BUDGET | OVER BUDGET | % OF BUDGET |
| Total Expenses | \$20,000 | \$13,242 | \$6,758 | 151% |
| NET OPERATING INCOME | \$ -6,667 | \$58 | \$ -6,725 | -11,428% |
| NET INCOME | \$ -6,667 | \$58 | \$ -6,725 | -11,428% |

OCSCC #865

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

March - December, 2017

| | TOTAL | | | |
|---|------------------|------------------|------------------|-------------|
| | ACTUAL | BUDGET | OVER BUDGET | % OF BUDGET |
| Income | | | | |
| 4005 Common Element Fees | 184,028 | 184,085 | -57 | 100% |
| 4031 Key Replacement | 200 | | 200 | |
| 4032 NSF fees charged to customers | 90 | | 90 | |
| Total Income | \$184,318 | \$184,085 | \$233 | 100% |
| Cost of Goods Sold | | | | |
| 4500 Contribution to Reserve Fund | 45,973 | 51,081 | -5,108 | 90% |
| Total Cost of Goods Sold | \$45,973 | \$51,081 | \$ -5,108 | 90% |
| GROSS PROFIT | \$138,345 | \$133,004 | \$5,341 | 104% |
| Expenses | | | | |
| 5000 Utilities | | | | |
| 5010 Gas | 5,904 | 7,500 | -1,596 | 79% |
| 5020 Hydro | 12,616 | 19,189 | -6,573 | 66% |
| 5030 Water & Sewer | 12,102 | 12,103 | -2 | 100% |
| 5040 Telecom Expense | 1,548 | 2,083 | -535 | 74% |
| Total 5000 Utilities | 32,170 | 40,876 | -8,706 | 79% |
| 5400 Contract Repair and Maintenance | | | | |
| 5405 Security and Fire Monitoring | 814 | 708 | 105 | 115% |
| 5410 General Cleaning | 16,939 | 18,332 | -1,393 | 92% |
| 5412 Mat Service | 1,699 | 2,301 | -601 | 74% |
| 5415 Waste System | 1,897 | 2,117 | -219 | 90% |
| 5425 Garage Door | | 417 | -417 | |
| 5440 HVAC | 756 | 1,000 | -244 | 76% |
| 5455 Elevator Maintenance | 4,318 | 4,368 | -49 | 99% |
| 5460 Fitness Equipment Maintenance | 749 | 667 | 82 | 112% |
| 5465 Landscaping | 4,361 | 3,461 | 900 | 126% |
| 5470 Snow Removal | 2,951 | 3,461 | -510 | 85% |
| 5473 Pest Control | 396 | 400 | -5 | 99% |
| Total 5400 Contract Repair and Maintenance | 34,879 | 37,230 | -2,351 | 94% |
| 5500 Repair and Maintenance | | | | |
| 5501 Reimbursable Expense | -285 | | -285 | |
| 5503 General Repairs & Maintenance | 13,321 | 11,667 | 1,654 | 114% |
| 5504 Emergency Calls | | 667 | -667 | |
| 5509 Garage Maintenance | 929 | 833 | 96 | 111% |
| 5510 Cleaning | 220 | 1,250 | -1,030 | 18% |
| 5518 Window Cleaning | 1,463 | 1,250 | 213 | 117% |
| 5520 HVAC | 1,503 | 1,250 | 253 | 120% |
| 5525 Waste System | 1,193 | 292 | 901 | 409% |
| 5550 Elevator | 5,371 | 2,083 | 3,288 | 258% |
| 5560 Additional Snow Removal & Salting | 271 | | 271 | |
| Total 5500 Repair and Maintenance | 23,986 | 19,292 | 4,694 | 124% |
| 5542* Security and Fire Monitoring* | 663 | | 663 | |
| 5800 Administrative Expenses | | | | |
| 5801 Property Management Fees | 19,417 | 19,123 | 294 | 102% |
| 5810 Office Expenses | 962 | 750 | 212 | 128% |

| | TOTAL | | | |
|---|------------------|------------------|----------------|---------------|
| | ACTUAL | BUDGET | OVER BUDGET | % OF BUDGET |
| 5812 Bank Charges | 554 | 1,000 | -446 | 55% |
| 5830 Insurance Expense | 12,088 | 10,401 | 1,687 | 116% |
| 5832 Legal | | 417 | -417 | |
| 5833 Audit Fees | 3,955 | 3,333 | 622 | 119% |
| 5836 Consulting-Insurance Appraisal | 3,031 | | 3,031 | |
| Total 5800 Administrative Expenses | 40,006 | 35,023 | 4,983 | 114% |
| Total Expenses | \$131,704 | \$132,421 | \$ -717 | 99% |
| NET OPERATING INCOME | \$6,641 | \$583 | \$6,058 | 1,138% |
| NET INCOME | \$6,641 | \$583 | \$6,058 | 1,138% |

OCSCC #865

PROFIT AND LOSS

December 2017

| | TOTAL |
|---|---------------------|
| INCOME | |
| 4005 Common Element Fees | 18,441.28 |
| Total Income | 18,441.28 |
| COST OF GOODS SOLD | |
| 4500 Contribution to Reserve Fund | 5,108.08 |
| Total Cost of Goods Sold | 5,108.08 |
| GROSS PROFIT | 13,333.20 |
| EXPENSES | |
| 5500 Repair and Maintenance | |
| 5503 General Repairs & Maintenance | 6,868.85 |
| 5525 Waste System | 273.46 |
| 5550 Elevator | 226.00 |
| Total 5500 Repair and Maintenance | 7,368.31 |
| 5000 Utilities | |
| 5010 Gas | 2,682.40 |
| 5020 Hydro | 903.88 |
| 5030 Water & Sewer | 1,441.93 |
| 5040 Telecom Expense | 66.02 |
| Total 5000 Utilities | 5,094.23 |
| 5400 Contract Repair and Maintenance | |
| 5410 General Cleaning | 1,672.40 |
| 5412 Mat Service | 1,050.74 |
| 5440 HVAC | 251.99 |
| 5455 Elevator Maintenance | 436.18 |
| 5470 Snow Removal | 748.56 |
| 5473 Pest Control | 39.55 |
| Total 5400 Contract Repair and Maintenance | 4,199.42 |
| 5800 Administrative Expenses | |
| 5801 Property Management Fees | 2,208.82 |
| 5812 Bank Charges | 75.29 |
| 5830 Insurance Expense | 1,054.13 |
| Total 5800 Administrative Expenses | 3,338.24 |
| Total Expenses | 20,000.20 |
| PROFIT | \$ -6,667.00 |

OCSCC #865

BALANCE SHEET

As of December 31, 2017

| | TOTAL |
|---|---------------------|
| Assets | |
| Current Assets | |
| Cash and Cash Equivalent | |
| 1011 Cash operating- Old Management | -0.01 |
| 1010 Cash Operating Account | 693.53 |
| 1020 Cash Reserve | 165,472.49 |
| Total Cash and Cash Equivalent | 166,166.01 |
| Accounts Receivable (A/R) | |
| 1100 Accounts Receivable | 1,414.44 |
| Total Accounts Receivable (A/R) | 1,414.44 |
| 1110 Provision doubtful account | -0.08 |
| 1200 Due to/from Reserve | -3,736.92 |
| 4101 Appropriated from General Fund | 0.00 |
| 4120 Available from Reserve Fund | 0.00 |
| 1101 temp for journal entry | 427.28 |
| 1300 Prepaid Insurance | 0.00 |
| Total Current Assets | 164,270.73 |
| Non-current Assets | |
| 1350 Investments | 89,151.87 |
| Total Non Current Assets | 89,151.87 |
| Total Assets | \$253,422.60 |
| Liabilities and Equity | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable (A/P) | |
| 2000 Accounts Payable | 9,003.99 |
| Total Accounts Payable (A/P) | 9,003.99 |
| 2001 temp a/p for journal entry | 0.00 |
| 2020 Due to / from operating | -3,736.92 |
| 2205 Reserve Payable | 0.00 |
| Total Current Liabilities | 5,267.07 |
| Non-current Liabilities | |
| 2010 Accured Liabilities- Operating | 5,140.66 |
| Total Non-current Liabilities | 5,140.66 |
| Total Liabilities | 10,407.73 |
| Equity | |
| 3560 Reserve Equity | 165,336.35 |
| 3561 Reserve Fund - correction of opening | 0.00 |
| 3602 Operating General Fund Equity | 0.00 |
| 3603 Operating Fund - correction | 0.00 |
| Retained Earnings | 44,321.32 |
| Profit for the year | 33,357.20 |
| Total Equity | 243,014.87 |
| Total Liabilities and Equity | \$253,422.60 |

OCSCC #865

A/R AGING SUMMARY

As of December 31, 2017

| | CURRENT | 1 - 30 | 31 - 60 | 61 - 90 | 91 AND OVER | TOTAL |
|------------------------|---------------|-------------------|---------------|---------------|----------------|-------------------|
| 104 Hester Crate | | 567.99 | | | | \$567.99 |
| 303- Eder, Ed | | 473.94 | | | | \$473.94 |
| 309- House,Mr. Richard | | 372.51 | | | | \$372.51 |
| TOTAL | \$0.00 | \$1,414.44 | \$0.00 | \$0.00 | \$0.00 | \$1,414.44 |

OCSCC #865

A/P AGING SUMMARY

As of December 31, 2017

| | CURRENT | 1 - 30 | 31 - 60 | 61 - 90 | 91 AND OVER | TOTAL |
|-------------------------------------|-------------------|-------------------|-----------------|---------------|-------------------|-------------------|
| Bell A/C # 613 761 9682 (586) | | | 0.08 | | | \$0.08 |
| Brown & Associates | 748.56 | 748.56 | | | | \$1,497.12 |
| Enbridge-323 WINONA AVE | 1,795.54 | | | | | \$1,795.54 |
| Hydro-323 WINONA AVE PL | 904.33 | | | | -114.07 | \$790.26 |
| Independent Linen Service | | 1,050.74 | | | | \$1,050.74 |
| Kone Inc | 436.18 | | | | | \$436.18 |
| Lock Solutions Inc | | | 135.60 | | | \$135.60 |
| Optimum Mechanical Solutions | | 251.99 | | | | \$251.99 |
| Ottawa Water & Sewer-323 WINONA AVE | | 1,282.63 | | | -53.67 | \$1,228.96 |
| Regionex | | 39.55 | 39.55 | | | \$79.10 |
| Reserve Fund | | | | | 0.00 | \$0.00 |
| Rogers A/C # 240-746162308 | | 66.02 | | | | \$66.02 |
| Spot Maintenance Ltd. | 1,672.40 | | | | | \$1,672.40 |
| TOTAL | \$5,557.01 | \$3,439.49 | \$175.23 | \$0.00 | \$ -167.74 | \$9,003.99 |

OCSCC #865

TRANSACTION LIST BY SUPPLIER

December 2017

| DATE | TRANSACTION TYPE | # | POSTING | MEMO/DESCRIPTION | ACCOUNT | AMOUNT |
|-------------------------------|-----------------------|----------------|---------|------------------|-----------------------------|-----------|
| 9495100 Canada Ltd. | | | | | | |
| 01-12-2017 | Bill | 140 | Yes | | 2000 Accounts Payable | 203.40 |
| 21-12-2017 | Bill Payment (Cheque) | 410 | Yes | | 1010 Cash Operating Account | -203.40 |
| Bell A/C # 613 761 9682 (586) | | | | | | |
| 01-12-2017 | Bill Payment (Cheque) | Credit | Yes | | | 0.00 |
| Brown & Associates | | | | | | |
| 15-12-2017 | Bill | 4390 | Yes | | 2000 Accounts Payable | 748.56 |
| Capital Concierge Ltd. | | | | | | |
| 21-12-2017 | Bill Payment (Cheque) | 411 | Yes | | 1010 Cash Operating Account | -961.63 |
| CI Property Management | | | | | | |
| 01-12-2017 | Bill | 1942 | Yes | | 2000 Accounts Payable | 1,911.97 |
| 01-12-2017 | Bill Payment (Cheque) | | Yes | | 1010 Cash Operating Account | -1,911.97 |
| 01-12-2017 | Bill | 1535 | Yes | | 2000 Accounts Payable | 296.85 |
| 21-12-2017 | Bill Payment (Cheque) | 412 | Yes | | 1010 Cash Operating Account | -296.85 |
| Enbridge-323 WINONA AVE | | | | | | |
| 01-12-2017 | Bill Payment (Cheque) | EFT2343 | Yes | | 1010 Cash Operating Account | -402.08 |
| 18-12-2017 | Bill | 669002360607 | Yes | | 2000 Accounts Payable | 1,795.54 |
| Evolution Building Services | | | | | | |
| 01-12-2017 | Bill | 3087 | Yes | | 2000 Accounts Payable | 273.46 |
| 21-12-2017 | Bill Payment (Cheque) | 413 | Yes | | 1010 Cash Operating Account | -273.46 |
| Fine Touch Renovations | | | | | | |
| 01-12-2017 | Bill | 965 | Yes | | 2000 Accounts Payable | 4,335.39 |
| 21-12-2017 | Bill Payment (Cheque) | 414 | Yes | | 1010 Cash Operating Account | -4,335.39 |
| Hydro-323 WINONA AVE PL | | | | | | |
| 18-12-2017 | Bill Payment (Cheque) | | Yes | | 1010 Cash Operating Account | -825.37 |
| 31-12-2017 | Bill | NO13-DE15 2017 | Yes | | 2000 Accounts Payable | 904.33 |
| Independent Linen Service | | | | | | |
| 01-12-2017 | Bill | 504518 | Yes | | 2000 Accounts Payable | 108.10 |
| 01-12-2017 | Bill | 506107 | Yes | | 2000 Accounts Payable | 108.10 |

| DATE | TRANSACTION TYPE | # | POSTING | MEMO/DESCRIPTION | ACCOUNT | AMOUNT |
|-------------------------------------|-----------------------|---------------------|---------|---------------------|-----------------------------|-----------|
| 01-12-2017 | Bill | 507770 | Yes | | 2000 Accounts Payable | 108.10 |
| 01-12-2017 | Bill | 509427 | Yes | | 2000 Accounts Payable | 108.10 |
| 05-12-2017 | Bill | 511163 | Yes | | 2000 Accounts Payable | 112.21 |
| 12-12-2017 | Bill | 512835 | Yes | | 2000 Accounts Payable | 112.21 |
| 19-12-2017 | Bill | 514964 | Yes | | 2000 Accounts Payable | 112.21 |
| 20-12-2017 | Bill | 515511 | Yes | | 2000 Accounts Payable | 169.50 |
| 26-12-2017 | Bill | 516260 | Yes | | 2000 Accounts Payable | 112.21 |
| | | | | | | |
| Kone Inc | | | | | | |
| 31-12-2017 | Bill | 949789157 | Yes | | 2000 Accounts Payable | 436.18 |
| | | | | | | |
| Optimum Mechanical Solutions | | | | | | |
| 01-12-2017 | Bill | 04290 | Yes | | 2000 Accounts Payable | 251.99 |
| | | | | | | |
| Ottawa Water & Sewer-323 WINONA AVE | | | | | | |
| 01-12-2017 | Bill | OC27-NO28 2017 | Yes | | 2000 Accounts Payable | 1,401.60 |
| 19-12-2017 | Bill Payment (Cheque) | | Yes | | 1010 Cash Operating Account | -1,401.60 |
| 27-12-2017 | Bill | NO28-DE27 2017 | Yes | | 2000 Accounts Payable | 1,282.63 |
| | | | | | | |
| Pyron Fire Protection Inc. | | | | | | |
| 01-12-2017 | Bill | 80361 | Yes | | 2000 Accounts Payable | 2,330.06 |
| 22-12-2017 | Bill Payment (Cheque) | 418 | Yes | | 1010 Cash Operating Account | -4,836.42 |
| | | | | | | |
| Regionex | | | | | | |
| 13-12-2017 | Bill | 00335329 | Yes | | 2000 Accounts Payable | 39.55 |
| | | | | | | |
| Rogers A/C # 240-746162308 | | | | | | |
| 08-12-2017 | Bill Payment (Cheque) | EFT6840 | Yes | | 1010 Cash Operating Account | -171.59 |
| 16-12-2017 | Bill | DE16 2017-JA15 2018 | Yes | | 2000 Accounts Payable | 66.02 |
| | | | | | | |
| Royal Bank | | | | | | |
| 01-12-2017 | Expense | | Yes | SERVICE FEE | 1010 Cash Operating Account | -16.25 |
| 01-12-2017 | Expense | | Yes | ELECTRONIC ITEM FEE | 1010 Cash Operating Account | -4.50 |
| 01-12-2017 | Expense | | Yes | ITEMS ON DEP. FEE | 1010 Cash Operating Account | -0.66 |
| 06-12-2017 | Expense | | Yes | ACTIVITY FEE | 1010 Cash Operating Account | -34.75 |
| 06-12-2017 | Expense | | Yes | ACTIVITY FEE | 1010 Cash Operating Account | -17.13 |
| 06-12-2017 | Expense | | Yes | ACTIVITY FEE | 1020 Cash Reserve | -2.00 |
| | | | | | | |
| Spot Maintenance Ltd. | | | | | | |
| 21-12- | Bill Payment (Cheque) | 415 | Yes | | 1010 Cash Operating Account | -1,220.40 |

| DATE | TRANSACTION TYPE | # | POSTING | MEMO/DESCRIPTION | ACCOUNT | AMOUNT |
|--|-----------------------|------------------|---------|------------------|-----------------------------|----------|
| 2017 | | | | | | |
| 31-12-2017 | Bill | M1217-95-CI-865 | Yes | | 2000 Accounts Payable | 1,672.40 |
| Technical Standards and Safety Authority | | | | | | |
| 01-12-2017 | Bill | 3074482 | Yes | | 2000 Accounts Payable | 226.00 |
| 21-12-2017 | Bill Payment (Cheque) | 416 | Yes | | 1010 Cash Operating Account | -226.00 |
| The Condominium Authority of Ontario (CAO) | | | | | | |
| 01-12-2017 | Bill | INV-03818-N1Q7F2 | Yes | | 2000 Accounts Payable | 257.89 |
| 21-12-2017 | Bill Payment (Cheque) | 417 | Yes | | 1010 Cash Operating Account | -257.89 |

OCSCC #865

GENERAL LEDGER

December 2017

| DATE | TRANSACTION TYPE | # | NAME | MEMO/DESCRIPTION | SPLIT | AMOUNT | BALANCE |
|--|---------------------|---------------------|-------------------------------------|---|-----------------------|--------------|-----------|
| 5000 Utilities | | | | | | | |
| 5010 Gas | | | | | | | |
| Beginning Balance | | | | | | | 3,221.57 |
| 01-12-2017 | Journal Entry | 96R | | to set up monthly accruals | -Split- | \$ -130.61 | 3,090.96 |
| 18-12-2017 | Bill | 669002360607 | Enbridge-323 WINONA AVE | November 15 - December 14, 2017 | 2000 Accounts Payable | \$1,795.54 | 4,886.50 |
| 31-12-2017 | Journal Entry | 97 | | to set up monthly accruals | -Split- | \$1,017.47 | 5,903.97 |
| Total for 5010 Gas | | | | | | \$2,682.40 | |
| 5020 Hydro | | | | | | | |
| Beginning Balance | | | | | | | 11,712.41 |
| 01-12-2017 | Journal Entry | 96R | | to set up monthly accruals | -Split- | \$ -452.62 | 11,259.79 |
| 31-12-2017 | Bill | NO13-DE15 2017 | Hydro-323 WINONA AVE PL | November 13 to December 15, 2017 | 2000 Accounts Payable | \$904.33 | 12,164.12 |
| 31-12-2017 | Journal Entry | 97 | | to set up monthly accruals | -Split- | \$452.17 | 12,616.29 |
| Total for 5020 Hydro | | | | | | \$903.88 | |
| 5030 Water & Sewer | | | | | | | |
| Beginning Balance | | | | | | | 10,659.85 |
| 01-12-2017 | Journal Entry | 96R | | to set up monthly accruals | -Split- | \$ -1,413.32 | 9,246.53 |
| 01-12-2017 | Bill | OC27-NO28 2017 | Ottawa Water & Sewer-323 WINONA AVE | October 27 to November 28, 2017 (invoiced Nov 28, 2017) | 2000 Accounts Payable | \$1,401.60 | 10,648.13 |
| 27-12-2017 | Bill | NO28-DE27 2017 | Ottawa Water & Sewer-323 WINONA AVE | November 28 to December 27, 2017 (invoiced Dec 27, 2017) | 2000 Accounts Payable | \$1,282.63 | 11,930.76 |
| 31-12-2017 | Journal Entry | 97 | | to set up monthly accruals | -Split- | \$171.02 | 12,101.78 |
| Total for 5030 Water & Sewer | | | | | | \$1,441.93 | |
| 5040 Telecom Expense | | | | | | | |
| Beginning Balance | | | | | | | 1,482.00 |
| 16-12-2017 | Bill | DE16 2017-JA15 2018 | Rogers A/C # 240-746162308 | Dec 16, 2017 to Jan 15, 2018 (invoiced Dec 19, 2017) | 2000 Accounts Payable | \$66.02 | 1,548.02 |
| Total for 5040 Telecom Expense | | | | | | \$66.02 | |
| Total for 5000 Utilities | | | | | | \$5,094.23 | |
| 5400 Contract Repair and Maintenance | | | | | | | |
| 5405 Security and Fire Monitoring | | | | | | | |
| Beginning Balance | | | | | | | 813.60 |
| Total for 5405 Security and Fire Monitoring | | | | | | | |
| 5410 General Cleaning | | | | | | | |
| Beginning Balance | | | | | | | 15,266.30 |
| 01-12-2017 | Journal Entry | 96R | | to set up monthly accruals | -Split- | \$0.00 | 15,266.30 |
| 31-12-2017 | Bill | M1217-95-CI-865 | Spot Maintenance Ltd. | Monthly cleaning charges Dec-2017 (invoiced Dec 20, 2017) | 2000 Accounts Payable | \$1,672.40 | 16,938.70 |
| Total for 5410 General Cleaning | | | | | | \$1,672.40 | |
| 5412 Mat Service | | | | | | | |
| Beginning Balance | | | | | | | 648.60 |
| 01-12-2017 | Bill | 507770 | Independent Linen Service | Mats (invoiced Nov 21, 2017) | 2000 Accounts Payable | \$108.10 | 756.70 |
| 01-12-2017 | Bill | 504518 | Independent Linen Service | Mats (invoiced Nov 7, 2017) | 2000 Accounts Payable | \$108.10 | 864.80 |
| 01-12-2017 | Bill | 509427 | Independent Linen Service | Mats (invoiced Nov 28, 2017) | 2000 Accounts Payable | \$108.10 | 972.90 |
| 01-12-2017 | Bill | 506107 | Independent Linen Service | Mats (invoiced Nov 14, 2017) | 2000 Accounts Payable | \$108.10 | 1,081.00 |
| 05-12-2017 | Bill | 511163 | Independent Linen Service | Mats (invoiced Dec 5, 2017) | 2000 Accounts Payable | \$112.21 | 1,193.21 |
| 12-12-2017 | Bill | 512835 | Independent Linen Service | Mats (invoiced Dec 12, 2017) | 2000 Accounts Payable | \$112.21 | 1,305.42 |
| 19-12-2017 | Bill | 514964 | Independent Linen Service | Mats (invoiced Dec 19, 2017) | 2000 Accounts Payable | \$112.21 | 1,417.63 |
| 20-12-2017 | Bill | 515511 | Independent Linen Service | Mats (invoiced Dec 20, 2017) | 2000 Accounts Payable | \$169.50 | 1,587.13 |
| 26-12-2017 | Bill | 516260 | Independent Linen Service | Mats (invoiced Dec 26, 2017) | 2000 Accounts Payable | \$112.21 | 1,699.34 |
| Total for 5412 Mat Service | | | | | | \$1,050.74 | |
| 5415 Waste System | | | | | | | |
| Beginning Balance | | | | | | | 1,897.38 |
| Total for 5415 Waste System | | | | | | | |
| 5440 HVAC | | | | | | | |
| Beginning Balance | | | | | | | 503.98 |
| 01-12-2017 | Bill | 04290 | Optimum Mechanical Solutions | Operational and safety inspection. Heating startup. (invoiced Nov 22, 2017) | 2000 Accounts Payable | \$251.99 | 755.97 |
| Total for 5440 HVAC | | | | | | \$251.99 | |
| 5455 Elevator Maintenance | | | | | | | |
| Beginning Balance | | | | | | | 3,881.87 |
| 31-12-2017 | Bill | 949789157 | Kone Inc | Maintenance Dec 1st 2017 to Dec 31 2017 (invoiced Dec 1, 2017) | 2000 Accounts Payable | \$436.18 | 4,318.05 |
| Total for 5455 Elevator Maintenance | | | | | | \$436.18 | |
| 5460 Fitness Equipment Maintenance | | | | | | | |
| Beginning Balance | | | | | | | 749.19 |
| Total for 5460 Fitness Equipment Maintenance | | | | | | | |
| 5465 Landscaping | | | | | | | |
| Beginning Balance | | | | | | | 4,360.56 |
| Total for 5465 Landscaping | | | | | | | |
| 5470 Snow Removal | | | | | | | |

| DATE | TRANSACTION TYPE | # | NAME | MEMO/DESCRIPTION | SPLIT | AMOUNT | BALANCE |
|--|---------------------|------------------|---|--|-----------------------------|------------|-----------|
| Beginning Balance | | | | | | | 2,202.08 |
| 15-12-2017 | Bill | 4390 | Brown & Associates | monthly snow removal | 2000 Accounts Payable | \$748.56 | 2,950.64 |
| Total for 5470 Snow Removal | | | | | | \$748.56 | |
| 5473 Pest Control | | | | | | | |
| Beginning Balance | | | | | | | 355.95 |
| 01-12-2017 | Journal Entry | 96R | | to set up monthly accruals | -Split- | \$0.00 | 355.95 |
| 13-12-2017 | Bill | 00335329 | Regionex | monthly pest control for December 2017 (invoiced Dec 13, 2017) | 2000 Accounts Payable | \$39.55 | 395.50 |
| Total for 5473 Pest Control | | | | | | \$39.55 | |
| Total for 5400 Contract Repair and Maintenance | | | | | | \$4,199.42 | |
| 5500 Repair and Maintenance | | | | | | | |
| 5501 Reimbursable Expense | | | | | | | |
| Beginning Balance | | | | | | | -285.33 |
| Total for 5501 Reimbursable Expense | | | | | | | |
| 5503 General Repairs & Maintenance | | | | | | | |
| Beginning Balance | | | | | | | 6,451.67 |
| 01-12-2017 | Bill | 965 | Fine Touch Renovations | Repairs for building (invoiced Nov 23, 2017) | 2000 Accounts Payable | \$4,335.39 | 10,787.06 |
| 01-12-2017 | Bill | 80361 | Pyron Fire Protection Inc. | Replace Kidde local smoke combo detectors (invoiced Nov 6, 2017) | 2000 Accounts Payable | \$2,330.06 | 13,117.12 |
| 01-12-2017 | Bill | 140 | 9495100 Canada Ltd. | Maintenance Services (invoiced Nov 20, 2017) | 2000 Accounts Payable | \$203.40 | 13,320.52 |
| Total for 5503 General Repairs & Maintenance | | | | | | \$6,868.85 | |
| 5509 Garage Maintenance | | | | | | | |
| Beginning Balance | | | | | | | 928.97 |
| Total for 5509 Garage Maintenance | | | | | | | |
| 5510 Cleaning | | | | | | | |
| Beginning Balance | | | | | | | 220.35 |
| Total for 5510 Cleaning | | | | | | | |
| 5518 Window Cleaning | | | | | | | |
| Beginning Balance | | | | | | | 1,463.35 |
| Total for 5518 Window Cleaning | | | | | | | |
| 5520 HVAC | | | | | | | |
| Beginning Balance | | | | | | | 1,502.73 |
| Total for 5520 HVAC | | | | | | | |
| 5525 Waste System | | | | | | | |
| Beginning Balance | | | | | | | 919.48 |
| 01-12-2017 | Bill | 3087 | Evolution Building Services | Chute cleaning completed at 323 Winona Ave on November 16th, 2017. (invoiced Nov 17, 2017) | 2000 Accounts Payable | \$273.46 | 1,192.94 |
| Total for 5525 Waste System | | | | | | \$273.46 | |
| 5550 Elevator | | | | | | | |
| Beginning Balance | | | | | | | 5,145.07 |
| 01-12-2017 | Bill | 3074482 | Technical Standards and Safety Authority | Elevating Devices Follow-up and Inspection (invoiced Nov 17, 2017) | 2000 Accounts Payable | \$226.00 | 5,371.07 |
| Total for 5550 Elevator | | | | | | \$226.00 | |
| 5560 Additional Snow Removal & Salting | | | | | | | |
| Beginning Balance | | | | | | | 271.20 |
| Total for 5560 Additional Snow Removal & Salting | | | | | | | |
| Total for 5500 Repair and Maintenance | | | | | | \$7,368.31 | |
| 5542* Security and Fire Monitoring* | | | | | | | |
| Beginning Balance | | | | | | | 662.75 |
| Total for 5542* Security and Fire Monitoring* | | | | | | | |
| 5800 Administrative Expenses | | | | | | | |
| 5801 Property Management Fees | | | | | | | |
| Beginning Balance | | | | | | | 17,207.73 |
| 01-12-2017 | Bill | 1535 | CI Property Management | Monthly increase in management fee due to new condo act changes | 2000 Accounts Payable | \$296.85 | 17,504.58 |
| 01-12-2017 | Bill | 1942 | CI Property Management | 2017/18 management fees | 2000 Accounts Payable | \$1,911.97 | 19,416.55 |
| Total for 5801 Property Management Fees | | | | | | \$2,208.82 | |
| 5805 CAO Fees | | | | | | | |
| 01-12-2017 | Bill | INV-03818-N1Q7F2 | The Condominium Authority of Ontario (CAO) | Registration assessment fee* - Sep 1, 2017 to Mar 31, 2018 (invoiced Nov 1, 2017) | 2000 Accounts Payable | \$257.89 | 257.89 |
| Total for 5805 CAO Fees | | | | | | \$257.89 | |
| 5810 Office Expenses | | | | | | | |
| Beginning Balance | | | | | | | 961.63 |
| Total for 5810 Office Expenses | | | | | | | |
| 5812 Bank Charges | | | | | | | |
| Beginning Balance | | | | | | | 478.29 |
| 01-12-2017 | Expense | | Royal Bank | SERVICE FEE | 1010 Cash Operating Account | \$16.25 | 494.54 |
| 01-12-2017 | Expense | | Royal Bank | ELECTRONIC ITEM FEE | 1010 Cash Operating Account | \$4.50 | 499.04 |
| 01-12-2017 | Expense | | Royal Bank | ITEMS ON DEP. FEE | 1010 Cash Operating Account | \$0.66 | 499.70 |
| 06-12-2017 | Expense | | Royal Bank | ACTIVITY FEE | 1010 Cash Operating Account | \$34.75 | 534.45 |
| 06-12-2017 | Expense | | Royal Bank | ACTIVITY FEE | 1010 Cash Operating Account | \$17.13 | 551.58 |
| 06-12-2017 | Expense | | Royal Bank | ACTIVITY FEE | 1020 Cash Reserve | \$2.00 | 553.58 |

| DATE | TRANSACTION TYPE | # | NAME | MEMO/DESCRIPTION | SPLIT | AMOUNT | BALANCE |
|---|---------------------|---|------|------------------|-----------------------------|------------|-----------|
| Total for 5812 Bank Charges | | | | | | \$75.29 | |
| 5830 Insurance Expense | | | | | | | |
| Beginning Balance | | | | | | | 11,033.91 |
| 06-12-2017 | Expense | | | INSURANCE AVIVA | 1010 Cash Operating Account | \$1,054.13 | 12,088.04 |
| Total for 5830 Insurance Expense | | | | | | \$1,054.13 | |
| 5833 Audit Fees | | | | | | | |
| Beginning Balance | | | | | | | 3,955.00 |
| Total for 5833 Audit Fees | | | | | | | |
| 5836 Consulting-Insurance Appraisal | | | | | | | |
| Beginning Balance | | | | | | | 3,031.36 |
| Total for 5836 Consulting-Insurance Appraisal | | | | | | | |
| Total for 5800 Administrative Expenses | | | | | | \$3,596.13 | |
| R6000 Reserve Fund Expenses | | | | | | | |
| R6101 Reserve- General Repairs | | | | | | | |
| Beginning Balance | | | | | | | 1,857.72 |
| Total for R6101 Reserve- General Repairs | | | | | | | |
| R6102 Building Interior R&M | | | | | | | |
| Beginning Balance | | | | | | | 2,559.45 |
| Total for R6102 Building Interior R&M | | | | | | | |
| R6145 Garage Repairs & Cleaning | | | | | | | |
| Beginning Balance | | | | | | | 1,597.37 |
| Total for R6145 Garage Repairs & Cleaning | | | | | | | |
| Total for R6000 Reserve Fund Expenses | | | | | | | |
| R6092* Reserve - lighting* | | | | | | | |
| Beginning Balance | | | | | | | 13,381.46 |
| Total for R6092* Reserve - lighting* | | | | | | | |

1010 Cash Operating Account, Period Ending 29-12-2017

RECONCILIATION REPORT

Reconciled on: 03-01-2018

Reconciled by: Erin Horwitz

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

Summary

CAD

| | |
|--|------------------|
| Statement beginning balance..... | 12,605.49 |
| Cheques and payments cleared (15)..... | -11,649.84 |
| Deposits and other credits cleared (34)..... | 17,026.84 |
| Statement ending balance..... | <u>17,982.49</u> |

| | |
|--|------------------|
| Uncleared transactions as of 29-12-2017..... | -17,288.96 |
| Register balance as of 29-12-2017..... | 693.53 |
| Cleared transactions after 29-12-2017..... | 0.00 |
| Uncleared transactions after 29-12-2017..... | 11,421.23 |
| Register balance as of 03-01-2018..... | <u>12,114.76</u> |

Details

Cheques and payments cleared (15)

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (CAD) |
|------------|--------------|---------|--------------------------------|--------------|
| 01-11-2017 | Bill Payment | 403 | Regionex | -39.55 |
| 30-11-2017 | Bill Payment | 406 | Kone Inc | -436.18 |
| 01-12-2017 | Expense | | Royal Bank | -4.50 |
| 01-12-2017 | Expense | | Royal Bank | -0.66 |
| 01-12-2017 | Bill Payment | EFT2343 | Enbridge-323 WINONA AVE | -402.08 |
| 01-12-2017 | Bill Payment | | CI Property Management | -1,911.97 |
| 01-12-2017 | Expense | | Royal Bank | -16.25 |
| 01-12-2017 | Expense | | | -5,108.08 |
| 06-12-2017 | Expense | | | -1,054.13 |
| 06-12-2017 | Expense | | Royal Bank | -17.13 |
| 06-12-2017 | Expense | | Royal Bank | -34.75 |
| 08-12-2017 | Bill Payment | EFT6840 | Rogers A/C # 240-746162308 | -171.59 |
| 18-12-2017 | Bill Payment | | Hydro-323 WINONA AVE PL | -825.37 |
| 19-12-2017 | Bill Payment | | Ottawa Water & Sewer-323 ... | -1,401.60 |
| 21-12-2017 | Bill Payment | 416 | Technical Standards and Saf... | -226.00 |

Total -11,649.84

Deposits and other credits cleared (34)

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (CAD) |
|------------|-----------------|---------|----------------------------------|--------------|
| 01-12-2017 | Receive Payment | | 407- Oh,Sujin | 472.10 |
| 01-12-2017 | Receive Payment | | 108- Stevens,Marion | 475.78 |
| 01-12-2017 | Receive Payment | | 302 Stonework Lofts Inc. | 475.78 |
| 01-12-2017 | Receive Payment | | 306 Stonework Lofts Inc. | 477.63 |
| 01-12-2017 | Receive Payment | | 207- Turcotte, Gary | 481.32 |
| 01-12-2017 | Receive Payment | | 101 - Prieur, Layla | 486.85 |
| 01-12-2017 | Receive Payment | | 401- John,James | 494.23 |
| 01-12-2017 | Receive Payment | | 408- Marston,Elizabeth | 494.23 |
| 01-12-2017 | Receive Payment | | 201- Carr,Wendy | 496.07 |
| 01-12-2017 | Receive Payment | | 301- Louis & Suzanne Birta | 496.07 |
| 01-12-2017 | Receive Payment | | 308- Graham,Laurie | 497.91 |
| 01-12-2017 | Receive Payment | | 208- Smith,Ian | 505.29 |
| 01-12-2017 | Receive Payment | | 403- Crockatt,Dave/Crockett, ... | 558.77 |
| 01-12-2017 | Receive Payment | | 404- Kotierk,Puuqti | 566.15 |
| 01-12-2017 | Receive Payment | | 205- Durocher,Alan | 566.15 |
| 01-12-2017 | Receive Payment | | 305- Feng,Ping/Liam | 566.15 |
| 01-12-2017 | Receive Payment | | 304- Martin,Rowland | 566.15 |
| 01-12-2017 | Receive Payment | | 405- Arsuo,Laura | 567.99 |
| 01-12-2017 | Receive Payment | | 402- Friesen/Stashick,Sheldo... | 575.37 |
| 01-12-2017 | Receive Payment | | 105- Gawron ,Barbara/Betan... | 577.21 |
| 01-12-2017 | Receive Payment | | 204 Stonework Lofts Inc. | 588.28 |
| 01-12-2017 | Receive Payment | | 409 Stonework Lofts Inc. | 807.73 |
| 01-12-2017 | Receive Payment | | 107 - Jordan Mison / Jessical... | 472.10 |

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (CAD) |
|------------|-----------------|---------|----------------------------------|--------------|
| 01-12-2017 | Receive Payment | | 406- Maksymchuk, Lesa | 472.10 |
| 01-12-2017 | Receive Payment | | 202- Patel, Mikin | 470.25 |
| 01-12-2017 | Receive Payment | | 307 - Cordell Anthony / Audre... | 470.25 |
| 01-12-2017 | Receive Payment | | 103- Bobal, Komal | 470.25 |
| 01-12-2017 | Receive Payment | | 106- Xing, Yue | 470.25 |
| 01-12-2017 | Receive Payment | | 102- Oldfield, Margot | 403.86 |
| 01-12-2017 | Receive Payment | | 210- Groulx, Mr. Henri | 379.89 |
| 01-12-2017 | Receive Payment | | 209- Arsenault, Ron | 376.20 |
| 01-12-2017 | Receive Payment | | 310- St. Louis, Barbara | 302.44 |
| 01-12-2017 | Receive Payment | | 203 - Gracey, Shannon | 472.10 |
| 01-12-2017 | Receive Payment | | 206- Pilon, Jennifer | 473.94 |

Total 17,026.84

Additional Information

Uncleared cheques and payments as of 29-12-2017

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (CAD) |
|------------|--------------|---------|-------------------------------|--------------|
| 30-11-2016 | Bill Payment | | Spot Maintenance Ltd. | -1,779.75 |
| 12-12-2016 | Bill Payment | | Regionex | -39.55 |
| 16-05-2017 | Bill Payment | 369 | Jet Waste Management LTD. | -632.46 |
| 30-11-2017 | Bill Payment | 409 | Spot Maintenance Ltd. | -1,779.75 |
| 30-11-2017 | Bill Payment | 408 | Regionex | -39.55 |
| 30-11-2017 | Bill Payment | 405 | Jet Waste Management LTD. | -632.46 |
| 21-12-2017 | Bill Payment | 417 | The Condominium Authority ... | -257.89 |
| 21-12-2017 | Bill Payment | 410 | 9495100 Canada Ltd. | -203.40 |
| 21-12-2017 | Bill Payment | 411 | Capital Concierge Ltd. | -961.63 |
| 21-12-2017 | Bill Payment | 412 | CI Property Management | -296.85 |
| 21-12-2017 | Bill Payment | 415 | Spot Maintenance Ltd. | -1,220.40 |
| 21-12-2017 | Bill Payment | 414 | Fine Touch Renovations | -4,335.39 |
| 21-12-2017 | Bill Payment | 413 | Evolution Building Services | -273.46 |
| 22-12-2017 | Bill Payment | 418 | Pyron Fire Protection Inc. | -4,836.42 |

Total -17,288.96

Uncleared deposits and other credits as of 29-12-2017

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (CAD) |
|------------|--------------|---------|----------------------------|--------------|
| 30-11-2017 | Bill Payment | 407 | Pyron Fire Protection Inc. | 0.00 |

Total 0.00

Uncleared cheques and payments after 29-12-2017

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (CAD) |
|------------|--------------|---------|------------------------|--------------|
| 02-01-2018 | Expense | | | -5,108.08 |
| 02-01-2018 | Bill Payment | | CI Property Management | -1,911.97 |

Total -7,020.05

Uncleared deposits and other credits after 29-12-2017

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (CAD) |
|------------|-----------------|---------|-----------------------------------|--------------|
| 02-01-2018 | Receive Payment | | 302 Stonework Lofts Inc. | 475.78 |
| 02-01-2018 | Receive Payment | | 108- Stevens, Marion | 475.78 |
| 02-01-2018 | Receive Payment | | 306 Stonework Lofts Inc. | 477.63 |
| 02-01-2018 | Receive Payment | | 207- Turcotte, Gary | 481.32 |
| 02-01-2018 | Receive Payment | | 101 - Prieur, Layla | 486.85 |
| 02-01-2018 | Receive Payment | | 401- John, James | 494.23 |
| 02-01-2018 | Receive Payment | | 408- Marston, Elizabeth | 494.23 |
| 02-01-2018 | Receive Payment | | 201- Carr, Wendy | 496.07 |
| 02-01-2018 | Receive Payment | | 301- Louis & Suzanne Birta | 496.07 |
| 02-01-2018 | Receive Payment | | 308- Graham, Laurie | 497.91 |
| 02-01-2018 | Receive Payment | | 208- Smith, Ian | 505.29 |
| 02-01-2018 | Receive Payment | | 403- Crockett, Dave/Crockett, ... | 558.77 |
| 02-01-2018 | Receive Payment | | 205- Durocher, Alan | 566.15 |
| 02-01-2018 | Receive Payment | | 304- Martin, Rowland | 566.15 |

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (CAD) |
|------------|-----------------|---------|----------------------------------|--------------|
| 02-01-2018 | Receive Payment | | 305- Feng,Ping/Liam | 566.15 |
| 02-01-2018 | Receive Payment | | 404- Kotierk,Puuqti | 566.15 |
| 02-01-2018 | Receive Payment | | 405- Arsuo,Laura | 567.99 |
| 02-01-2018 | Receive Payment | | 402- Friesen/Stashick,Sheldo... | 575.37 |
| 02-01-2018 | Receive Payment | | 105- Gawron ,Barbara/Betan... | 577.21 |
| 02-01-2018 | Receive Payment | | 204 Stonework Lofts Inc. | 588.28 |
| 02-01-2018 | Receive Payment | | 206- Pilon,Jennifer | 473.94 |
| 02-01-2018 | Receive Payment | | 407- Oh,Sujin | 472.10 |
| 02-01-2018 | Receive Payment | | 203 - Gracey, Shannon | 472.10 |
| 02-01-2018 | Receive Payment | | 107 - Jordan Mison / Jessical... | 472.10 |
| 02-01-2018 | Receive Payment | | 406- Maksymchuk,Lesa | 472.10 |
| 02-01-2018 | Receive Payment | | 409 Stonework Lofts Inc. | 807.73 |
| 02-01-2018 | Receive Payment | | 202- Patel,Mikin | 470.25 |
| 02-01-2018 | Receive Payment | | 307 - Cordell Anthony / Audre... | 470.25 |
| 02-01-2018 | Receive Payment | | 106- Xing,Yue | 470.25 |
| 02-01-2018 | Receive Payment | | 102- Oldfield,Margot | 403.86 |
| 02-01-2018 | Receive Payment | | 210- Groulx ,Mr. Henri | 379.89 |
| 02-01-2018 | Receive Payment | | 209- Arsenault,Ron | 376.20 |
| 02-01-2018 | Receive Payment | | 310- St. Louis,Barbara | 302.44 |
| 02-01-2018 | Receive Payment | 429 | 309- House,Mr. Richard | 372.51 |
| 02-01-2018 | Receive Payment | 790 | 303- Eder, Ed | 473.94 |
| 02-01-2018 | Receive Payment | 012 | 104 Hester Crate | 567.99 |
| 02-01-2018 | Receive Payment | | 103- Bobal, Komal | 470.25 |
| Total | | | | 18,441.28 |



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

Business Account Statement

RBDDA30000_6118392 E D 00576 00225

OTTAWA-CARLETON STANDARD CONDOMINIUM CORPORATION

OPERATING ACCOUNT

C/O CAPITAL CONCIERGE

904 LADY ELLEN PL

OTTAWA ON K1Z 5L5

November 30, 2017 to December 29, 2017

Account number: 00576 101-185-7

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

Account Summary for this Period

Business Current Account

Royal Bank of Canada

200 ELGIN ST-MAIN FLR, OTTAWA, ON K2P 1L5

| | |
|--------------------------------------|---------------|
| Opening balance on November 30, 2017 | \$12,605.49 |
| Total deposits & credits (1) | + 17,026.84 |
| Total cheques & debits (15) | - 11,649.84 |
| Closing balance on December 29, 2017 | = \$17,982.49 |

Account Activity Details

| Date | Description | Cheques & Debits (\$) | Deposits & Credits (\$) | Balance (\$) |
|--------|---|-----------------------|-------------------------|------------------|
| | Opening balance | | | 12,605.49 |
| 01 Dec | Direct Payment (PAD's) service total GRADS5217310000 | | 17,026.84 | 29,632.33 |
| | Online Banking payment - 2343 ENBRIDGE | 402.08 | | |
| | Online Transfer to Deposit Account-4835 | 5,108.08 | | |
| | Misc Payment CAPITAL INTEGRA | 1,911.97 | | |
| | Cheque - 403 | 39.55 | | 22,170.65 |
| | Regular transaction fee 12 Drs @ 1.25 1 Cr @ 1.25 | 16.25 | | |
| | Electronic transaction fee 5 Drs @ 0.75 1 Cr @ 0.75 | 4.50 | | |
| | Items on deposit fee 3 ID @ 0.22 | 0.66 | | 22,149.24 |
| 06 Dec | Activity fee | 17.13 | | |
| | Activity fee | 34.75 | | |



Business Account Statement

November 30, 2017 to December 29, 2017

Account number: 00576 101-185-7

Account Activity Details - continued

| Date | Description | Cheques & Debits (\$) | Deposits & Credits (\$) | Balance (\$) |
|--------|--|-----------------------|-------------------------|------------------|
| 06 Dec | Insurance AVIVA | 1,054.13 | | 21,043.23 |
| 08 Dec | Online Banking payment - 6840 ROGERS CABLE | 171.59 | | 20,871.64 |
| 18 Dec | Hydro Bill Pmt Hydro Ottawa | 825.37 | | 20,046.27 |
| 19 Dec | Utility Bill Pmt OTTAWA WATER | 1,401.60 | | 18,644.67 |
| 29 Dec | Cheque - 416 | 226.00 | | |
| | Cheque - 406 | 436.18 | | 17,982.49 |
| | Closing balance | | | 17,982.49 |

Account Fees: \$73.29



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

Business Account Statement

November 30, 2017 to December 29, 2017

Account number: 00576 101-185-7

Serial #: 403

Amount: \$39.55

000403

OTTAWA-CARLETON STANDARD
CONDOMINIUM CORPORATION # 865
865 DRESSBANK ROAD UNIT 201
OTTAWA ON K2J 4P6

ROYAL BANK OF CANADA
ELGIN & LECHE BRANCH
200 ELGIN STREET, 1ST FLOOR
OTTAWA ON K2P 1L2

DATE 01112017
DDMMYYYY

PAY Thirty-nine and 55/100 \$ **39.55

TO THE ORDER OF Regionex
2405 St-Laurent, Unit B
Ottawa ON K1G 5B4

OTTAWA-CARLETON STANDARD
CONDOMINIUM CORPORATION # 865

PER [Signature]

#000403# #00576#003# 101-185-7# #000003955#

Printed ID# 1021
ID d'impression 1021

Pour des renseignements
EXTENSION REGIONEX INC.
BSE-71191
ATTN: 71-181-002 Comp. 005212

Endossement - Signature or Stamp / Endossement - Signature ou timbre

328544

71-181-002-100-99-02 171130 0520-1231
71-181-002-100-99-02 171201 0700219741

BACKVERSO

Serial #: 406

Amount: \$436.18

000406

OTTAWA-CARLETON STANDARD
CONDOMINIUM CORPORATION # 865
865 DRESSBANK ROAD UNIT 201
OTTAWA ON K2J 4P6

ROYAL BANK OF CANADA
ELGIN & LECHE BRANCH
200 ELGIN STREET, 1ST FLOOR
OTTAWA ON K2P 1L2

DATE 30112017
DDMMYYYY

PAY Four hundred thirty-six and 18/100 \$ **436.18

TO THE ORDER OF Kone Inc
Postal Station A
P O Box 4269
Toronto ON M5W 5V2

OTTAWA-CARLETON STANDARD
CONDOMINIUM CORPORATION # 865

PER [Signature]

#000406# #00576#003# 101-185-7# #0000043618#

Printed ID# 1023
ID d'impression 1023

Endossement - Signature or Stamp / Endossement - Signature ou timbre

12292817 718023C 406C / 150000 DEPT
718023C 406C 150000 DEPT
718023C 406C 150000 DEPT

REPOST ID
12292817 718023C 406C
718023C 406C 150000 DEPT
16082-016

Serial #: 416

Amount: \$226.00

000416

OTTAWA-CARLETON STANDARD
CONDOMINIUM CORPORATION # 865
865 DRESSBANK ROAD UNIT 201
OTTAWA ON K2J 4P6

ROYAL BANK OF CANADA
ELGIN & LECHE BRANCH
200 ELGIN STREET, 1ST FLOOR
OTTAWA ON K2P 1L2

DATE 21122017
DDMMYYYY

PAY Two hundred twenty-six and 00/100 \$ **226.00

TO THE ORDER OF Technical Standards and Safety Authority
Attn: Accounts Receivable
Technical Standards and Safety Authority
PO Box 4577 STN A
Toronto ON M5W 4V8

OTTAWA-CARLETON STANDARD
CONDOMINIUM CORPORATION # 865

PER [Signature]

#000416# #00576#003# 101-185-7# #0000022600#

Printed ID# 1021
ID d'impression 1021

Endossement - Signature or Stamp / Endossement - Signature ou timbre

TECHNICAL ST
TU 4577
03-5410
12262-004

TECHNICAL ST
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BACKVERSO

MONTHLY RESERVE FINANCIAL REPORT

OCSCC 865

December 2017

MONTHLY RESERVE FINANCIAL REPORT SUMMARY

OCSCC 865

December 2017

Revenue

100% of budgeted contributions have been contributed

Expenses

There were no Reserve expenses during the month of December.

OCSCC #865

PROFIT AND LOSS

December 2017

| | TOTAL |
|-----------------------------------|-------------------|
| OTHER INCOME | |
| R6001 Contribution from Operating | 5,108.08 |
| Total Other Income | 5,108.08 |
| PROFIT | \$5,108.08 |

OCSCC #865

PROFIT AND LOSS

March - December, 2017

| | TOTAL |
|--|--------------------|
| EXPENSES | |
| R6092* Reserve - lighting* | 13,381.46 |
| R6000 Reserve Fund Expenses | |
| R6101 Reserve- General Repairs | 1,857.72 |
| R6102 Building Interior R&M | 2,559.45 |
| R6145 Garage Repairs & Cleaning | 1,597.37 |
| Total R6000 Reserve Fund Expenses | 6,014.54 |
| Total Expenses | 19,396.00 |
| OTHER INCOME | |
| R6001 Contribution from Operating | 45,972.72 |
| 4012 Interest Income- Reserve | 397.17 |
| Total Other Income | 46,369.89 |
| PROFIT | \$26,973.89 |

1020 Cash Reserve, Period Ending 29-12-2017

RECONCILIATION REPORT

Reconciled on: 03-01-2018

Reconciled by: Erin Horwitz

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

Summary

CAD

| | |
|---|-------------------|
| Statement beginning balance..... | 172,231.41 |
| Cheques and payments cleared (2)..... | -11,867.00 |
| Deposits and other credits cleared (1)..... | 5,108.08 |
| Statement ending balance..... | <u>165,472.49</u> |

| | |
|--|-------------------|
| Register balance as of 29-12-2017..... | 165,472.49 |
| Cleared transactions after 29-12-2017..... | 0.00 |
| Uncleared transactions after 29-12-2017..... | 49,859.62 |
| Register balance as of 03-01-2018..... | <u>215,332.11</u> |

Details

Cheques and payments cleared (2)

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (CAD) |
|------------|--------------|---------|------------|--------------|
| 01-11-2017 | Bill Payment | 26 | Lumenix | -11,865.00 |
| 06-12-2017 | Expense | | Royal Bank | -2.00 |

| | |
|-------|------------|
| Total | -11,867.00 |
|-------|------------|

Deposits and other credits cleared (1)

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (CAD) |
|------------|---------|---------|-------|--------------|
| 01-12-2017 | Deposit | | | 5,108.08 |

| | |
|-------|----------|
| Total | 5,108.08 |
|-------|----------|

Additional Information

Uncleared deposits and other credits after 29-12-2017

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (CAD) |
|------------|---------|---------|-------|--------------|
| 02-01-2018 | Deposit | | | 144.58 |
| 02-01-2018 | Deposit | | | 5,108.08 |
| 02-01-2018 | Deposit | | | 44,606.96 |

| | |
|-------|-----------|
| Total | 49,859.62 |
|-------|-----------|



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

Business Account Statement

RBDDA30000_6118392 E D 00576 00226

OTTAWA-CARLETON STANDARD CONDOMINIUM CORPORATION

RESERVE ACCOUNT

C/O CAPITAL CONCIERGE

904 LADY ELLEN PL

OTTAWA ON K1Z 5L5

November 30, 2017 to December 29, 2017

Account number: 00576 101-189-9

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

Account Summary for this Period

Business Current Account

Royal Bank of Canada

200 ELGIN ST-MAIN FLR, OTTAWA, ON K2P 1L5

| | |
|---|-----------------------|
| Opening balance on November 30, 2017 | \$172,231.41 |
| Total deposits & credits (1) | + 5,108.08 |
| Total cheques & debits (2) | - 11,867.00 |
| Closing balance on December 29, 2017 | = \$165,472.49 |

Account Activity Details

| Date | Description | Cheques & Debits (\$) | Deposits & Credits (\$) | Balance (\$) |
|--------|--------------------------------|-----------------------|-------------------------|-------------------|
| | Opening balance | | | 172,231.41 |
| 01 Dec | Online Banking transfer - 4835 | | 5,108.08 | 177,339.49 |
| 06 Dec | Activity fee | 2.00 | | 177,337.49 |
| 19 Dec | Cheque - 26 | 11,865.00 | | 165,472.49 |
| | Closing balance | | | 165,472.49 |

Account Fees: \$2.00



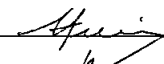
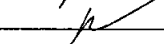
Business Account Statement

November 30, 2017 to December 29, 2017

Account number: 00576 101-189-9

Serial #: 26

Amount: \$11,865.00

| | | | |
|---|--|--|--------|
| OTTAWA-CARLETON STANDARD CONDOMINIUM CORPORATION NO. 985 | | ROYAL BANK OF CANADA BUDGET & SAVINGS SERVICE 200 CLINT STREET, MAIN FLR OTTAWA, ON K2P 1L5 | 000026 |
| PAY | | DATE 01112017 DDMMYYYY | |
| Eleven thousand eight hundred sixty-five and 00/100 | | \$ **11,865.00 | |
| TO THE ORDER OF | | PER  | |
| Lumenix 15 Akron Road Etobicoke ON M9W 1T3 | | PER  | |
| ⑈000026⑈ ⑆00576⑈003⑆ 101-189-9⑆ | | | |

| | |
|--|---|
| DSPACC: 1018696 DSPTR: 03212-003 ITMSEQ: 1 LOC: Location001 | Printer ID# 1021 ID d'imprimeur 1021 |
| Endorsement - Signature or Stamp / Encasement - Signature ou timbre | |
| BACK/VERSO | |