

MONTHLY FINANCIAL REPORT

OCSCC 687

December 2017

OCSCC 687 Monthly Financials

Table of Contents

Operating Reports

1. Financial Summary Report
2. Budget vs Actuals Comparison- Monthly
3. Profit and Loss Statement- Monthly
4. Balance Sheet- Monthly
5. Accounts Receivable Summary
6. Accounts Payable Summary
7. Monthly Transaction List- By Supplier
8. General Ledger- Monthly
9. Operating Saving Account Bank Reconciliation
10. Operating Account Bank Reconciliation
11. Operating Account Bank Statement

Reserve Reports

1. Profit and Loss Statement- Monthly
2. Investment Statement
3. Reserve Fund Bank Reconciliation
4. Reserve Fund Bank Statement

MONTHLY FINANCIAL REPORT SUMMARY

OCSCC 687

December 2017

Revenue

Slightly greater than 100% of condo fees have been invoiced.

Guest Suite Revenue is under budget by \$1,220.00.

Expenses

Our utilities expense for December is showing an under budget amount of \$5,489.11. This is due in large part to the lower consumption of water and hydro as a result of the winter absence of numerous owners .

Overall, contract expenses are slightly over budget by \$596.67.

Overall, General Repairs and Maintenance expenses are over budget by \$6,637.55.

- **Building Supplies:** Various building supplies such as the compactor timer delay circuit as an examples were required. The actuals indicate a total of \$1,571.93 that was not budgeted for.
- **General Repairs & Maintenance:** Several repairs and services occurred to represent an over budget amount of \$7,776.14. This includes window repairs, remedial repairs in 2202 and Christmas design and decorations. An amount of \$2,470.18 will be charged back to unit 2101 for water leak damages to unit 2001.
- **Pool supplies:** Slightly over budget by \$186.73 due to the purchase of additional pool chemicals.
- **Additional Building Cleaning:** An additional amount of \$77.55 was charged due to extra staff during the Christmas holidays.
- **Cleaning Supplies:** Over budget by \$379.87 as there was no amount budgeted for this item line.
- **Plumbing R&M:** Under budget by \$2,167.00 as there were no plumbing service calls.
- **Electrical R&M:** Ballast replacements continue to be key drivers in an over-budget amount of \$1,964.29.
- **Fire System Repairs:** Under budget by \$1,250.00 as there were no additional fire system repair service calls.
- **Doors, keys,locks:** An over budget amount of \$2,614.93 is showing however, \$2,483.74 will be reimbursed for the return of five L 9000 Series Grade 1 Mortise Locksets that had been ordered to keep in stock.

- **HVAC:** Under budget by \$2,474.52 as there were no additional service calls made.
- **Elevator:** Over budget by \$307.70 due to a service call for elevator leveling.
- **Common Area Upgrades:** Over budget by \$1,787.90 due to new televisions and labour costs in fitness room

Administrative & Professional Expenses are over budget by \$5,812.40.

- **Property Management Fees:** Over budget by \$1,227.52 due to monthly increase in management fee for new condo act changes.
- **Office Expenses:** Over budget by \$453.16 for 1st quarter office fees.
- **Meeting expenses:** Over budget by \$583.83 for the purchase of an office printer and chair rental for budget meeting.
- **Miscellaneous Expenses:** An amount of \$1,983.00 is showing due to Staff gift during Christmas period.
- **Legal:** Over budget by 9,007.93 for services rendered.
- **Consulting Fees - Architect-Designer:** Over budget of \$444.63 for Costs associated to preliminary concept sketches for front circle from Ruhland and Associates.
- **Consulting - Engineering:** Over budget by \$5,295.90 mainly from consulting work from CLEB towards professional fees - remedial work on precast wall system (invoiced Nov 25, 2017).

OCSCC #687

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

December 2017

| | TOTAL | | | |
|--|------------------|------------------|-------------------|-----------------|
| | ACTUAL | BUDGET | REMAINING | % OF BUDGET |
| Income | | | | |
| 4000 Income | | | | |
| 4001 Condo Fees | 177,047 | 176,935 | -112 | 100.00 % |
| 4030 Maintenance Charges Income | 326 | 1,583 | 1,257 | 21.00 % |
| 4031 Guest Suite Revenue | 780 | 2,000 | 1,220 | 39.00 % |
| 4037 Party Room Revenue | | 250 | 250 | |
| 4040 Other Income | 407 | 500 | 93 | 81.00 % |
| 4041 Parking | 100 | 292 | 192 | 34.00 % |
| Total 4000 Income | 178,660 | 181,560 | 2,900 | 98.00 % |
| Total Income | \$178,660 | \$181,560 | \$2,900 | 98.00 % |
| Cost of Goods Sold | | | | |
| 4500 Contribution to Reserve | | 40,833 | 40,833 | |
| Total Cost of Goods Sold | \$0 | \$40,833 | \$40,833 | 0% |
| GROSS PROFIT | \$178,660 | \$140,727 | \$ -37,933 | 127.00 % |
| Expenses | | | | |
| 5000 Utilities | | | | |
| 5010 Gas | -1,908 | 13,000 | 14,908 | -15.00 % |
| 5020 Hydro | -6,790 | 28,500 | 35,290 | -24.00 % |
| 5030 Water & Sewer | -2,385 | 8,833 | 11,218 | -27.00 % |
| 5040 Telecom Expenses | 636 | 502 | -134 | 127.00 % |
| Total 5000 Utilities | -10,447 | 50,835 | 61,282 | -21.00 % |
| 5100 Employee Salaries & Benefits | | | | |
| 5110 Taxes | 97 | 458 | 361 | 21.00 % |
| 5120 Wages | 4,231 | 4,583 | 352 | 92.00 % |
| 5625 Uniforms | | 42 | 42 | |
| Total 5100 Employee Salaries & Benefits | 4,327 | 5,083 | 756 | 85.00 % |
| 5400 Contracts | | | | |
| 5410 General Cleaning | 6,268 | 6,895 | 627 | 91.00 % |
| 5411 Superintendent | 169 | | -169 | |
| 5415 Waste management | 294 | 73 | -221 | 402.00 % |
| 5420 Compactor | 33 | | -33 | |
| 5430 Fire System Maintenance | 2,565 | 2,564 | -1 | 100.00 % |
| 5435 Private Security | 0 | 17,050 | 17,050 | 0.00 % |
| 5440 Mechanical Maintenance/HVAC | 3,782 | 3,782 | 0 | 100.00 % |
| 5455 Elevator | 2,603 | 2,603 | 0 | 100.00 % |
| 5460 Fitness Equipment | | 81 | 81 | |
| 5466 Interior Flowers | | 458 | 458 | |
| 5470 Snow Removal | -4,846 | 2,200 | 7,046 | -220.00 % |
| 5475 Pest Control | 0 | 104 | 104 | 0.00 % |
| Total 5400 Contracts | 10,867 | 35,810 | 24,943 | 30.00 % |
| 5500 General Repairs & Maintenance | | | | |
| 5502 Building Supplies | 2,572 | 1,000 | -1,572 | 257.00 % |
| 5503 General Repairs & Maint | 9,693 | 1,917 | -7,776 | 506.00 % |
| 5505 Pool supplies | 437 | 250 | -187 | 175.00 % |
| 5509 Guest suite | | 75 | 75 | |

| | TOTAL | | | |
|--|------------------|------------------|--------------------|-------------------|
| | ACTUAL | BUDGET | REMAINING | % OF BUDGET |
| 5510 Additional Building Cleaning | 266 | 188 | -78 | 141.00 % |
| 5515 Waste System | 147 | 188 | 41 | 78.00 % |
| 5516 Plumbing R&M | | 2,167 | 2,167 | |
| 5518 Window Cleaning | | 0 | 0 | |
| 5520 Electrical R&M | 2,131 | 1,167 | -964 | 183.00 % |
| 5525 Garage Cleaning/Maintenance | | 0 | 0 | |
| 5530 Fire System Repairs | | 1,250 | 1,250 | |
| 5532 Security | | 417 | 417 | |
| 5537 Doors, Keys & Locks | 3,032 | 417 | -2,615 | 727.00 % |
| 5540 HVAC | 25 | 2,500 | 2,475 | 1.00 % |
| 5550 Generator | | 250 | 250 | |
| 5555 Elevator | 1,725 | 1,417 | -308 | 122.00 % |
| 5560 Amenity R&M | | 125 | 125 | |
| 5562 Common Area upgrades | 1,955 | 167 | -1,788 | 1,171.00 % |
| 5565 Landscape | | 208 | 208 | |
| 5580 Shared Facility Expense | 391 | 2,413 | 2,022 | 16.00 % |
| Total 5500 General Repairs & Maintenance | 22,374 | 16,116 | -6,258 | 139.00 % |
| 5800 Administrative & Professional Expenses | | | | |
| 5801 Property Management Fees | 10,761 | 9,533 | -1,228 | 113.00 % |
| 5805 CAO Fees | | 153 | 153 | |
| 5810 Office expenses | 745 | 292 | -453 | 255.00 % |
| 5811 Board of Directors Education | | 104 | 104 | |
| 5812 Bank charges | 128 | 142 | 14 | 90.00 % |
| 5813 Meeting Expense | 709 | 125 | -584 | 567.00 % |
| 5815 Miscellaneous Expenses | 2,400 | 417 | -1,983 | 576.00 % |
| 5830 Insurance Expense/General & Liability Insurance | 9,062 | 9,083 | 21 | 100.00 % |
| 5831 Insurance Deductible | | 1,667 | 1,667 | |
| 5832 Legal | | 417 | 417 | |
| 5833 Audit-Accounting | | 0 | 0 | |
| 5835 Consulting Fees- Architect/Designer | 862 | 417 | -445 | 207.00 % |
| 5836 Consulting- Engineering | 7,379 | 2,083 | -5,296 | 354.00 % |
| 5840 Building staff bonuses | | 1,800 | 1,800 | |
| Total 5800 Administrative & Professional Expenses | 32,045 | 26,233 | -5,812 | 122.00 % |
| 5900 Contingency/ Initiatives | | | | |
| 5905 General Contingency | | 833 | 833 | |
| Total 5900 Contingency/ Initiatives | | 833 | 833 | |
| Total Expenses | \$59,167 | \$134,910 | \$75,743 | 44.00 % |
| NET OPERATING INCOME | \$119,494 | \$5,817 | \$ -113,676 | 2,054.00 % |
| NET INCOME | \$119,494 | \$5,817 | \$ -113,676 | 2,054.00 % |

OCSCC #687

PROFIT AND LOSS

December 2017

| | TOTAL |
|---|---------------------|
| Income | |
| 4000 Income | |
| 4001 Condo Fees | 177,046.76 |
| 4030 Maintenance Charges Income | 326.06 |
| 4031 Guest Suite Revenue | 780.00 |
| 4040 Other Income | 407.34 |
| 4041 Parking | 100.00 |
| Total 4000 Income | 178,660.16 |
| Total Income | \$178,660.16 |
| GROSS PROFIT | \$178,660.16 |
| Expenses | |
| 5000 Utilities | |
| 5010 Gas | -1,908.14 |
| 5020 Hydro | -6,790.12 |
| 5030 Water & Sewer | -2,384.52 |
| 5040 Telecom Expenses | 636.26 |
| Total 5000 Utilities | -10,446.52 |
| 5100 Employee Salaries & Benefits | |
| 5110 Taxes | 96.55 |
| 5120 Wages | 4,230.76 |
| Total 5100 Employee Salaries & Benefits | 4,327.31 |
| 5400 Contracts | |
| 5410 General Cleaning | 6,267.74 |
| 5411 Superintendent | 169.49 |
| 5415 Waste management | 293.80 |
| 5420 Compactor | 32.61 |
| 5430 Fire System Maintenance | 2,564.63 |
| 5435 Private Security | 0.48 |
| 5440 Mechanical Maintenance/HVAC | 3,781.73 |
| 5455 Elevator | 2,602.75 |
| 5470 Snow Removal | -4,846.00 |
| 5475 Pest Control | 0.00 |
| Total 5400 Contracts | 10,867.23 |
| 5500 General Repairs & Maintenance | |
| 5502 Building Supplies | 2,571.93 |
| 5503 General Repairs & Maint | 9,693.14 |
| 5505 Pool supplies | 436.73 |
| 5510 Additional Building Cleaning | 265.55 |
| 5515 Waste System | 146.88 |
| 5520 Electrical R&M | 2,131.29 |
| 5537 Doors, Keys & Locks | 3,031.93 |
| 5540 HVAC | 25.48 |
| 5555 Elevator | 1,724.70 |
| 5562 Common Area upgrades | 1,954.90 |
| 5580 Shared Facility Expense | 391.15 |
| Total 5500 General Repairs & Maintenance | 22,373.68 |

| | TOTAL |
|--|---------------------|
| 5800 Administrative & Professional Expenses | |
| 5801 Property Management Fees | 10,760.54 |
| 5810 Office expenses | 745.16 |
| 5812 Bank charges | 128.16 |
| 5813 Meeting Expense | 708.83 |
| 5815 Miscellaneous Expenses | 2,400.00 |
| 5830 Insurance Expense/General & Liability Insurance | 9,061.74 |
| 5835 Consulting Fees- Architect/Designer | 861.63 |
| 5836 Consulting- Engineering | 7,378.90 |
| Total 5800 Administrative & Professional Expenses | 32,044.96 |
| Total Expenses | \$59,166.66 |
| PROFIT | \$119,493.50 |

OCSCC #687

BALANCE SHEET

As of December 31, 2017

| | TOTAL |
|--|-----------------------|
| Assets | |
| Current Assets | |
| 1200 Due to/from | -17,793.06 |
| 1300 Prepaid expenses | |
| 1305 Prepaid Insurance | 81,555.66 |
| 1306 Prepaid Elevator | 5,205.50 |
| 1307 Prepaid - Other | 1,193.28 |
| Total 1300 Prepaid expenses | 87,954.44 |
| 1350 Accrued interest | 45,213.23 |
| Cash and cash equivalents | |
| 1010 Operating Account | 281,646.37 |
| 1011 TRM Operating Account | 0.00 |
| 1020 Reserve Account | 141,301.92 |
| 1021 TRM Reserve Account | 0.00 |
| 1030 Operating Savings | 0.00 |
| 1031 TRM Operating Savings | 7.50 |
| 1050 Petty Cash | 100.00 |
| Total Cash and cash equivalents | \$423,055.79 |
| Accounts receivable (A/R) | |
| 1100 Accounts Receivable | 27,154.29 |
| Total Accounts receivable (A/R) | \$27,154.29 |
| Total Current Assets | \$565,584.69 |
| Non-current Assets | |
| 1016 Investments | 2,402,407.38 |
| Total Non-current Assets | \$2,402,407.38 |
| Total Assets | \$2,967,992.07 |
| Liabilities and Equity | |
| Current Liabilities | |
| 2005 Accrued Liabilities | 14,972.19 |
| 2010 Accrued Liab - Water Infiltration | 112,802.72 |
| 2500 Due to/from Operating | -17,793.06 |
| 2600 Payroll Liabilities | 938.53 |
| 2601 Federal Taxes | -759.91 |
| 2602 Payroll liabilities - CPP/EI | 1,050.73 |
| 2603 Payroll Liabilities - WSIB | 300.84 |
| Total 2600 Payroll Liabilities | 1,530.19 |
| GST/HST Payable | 0.00 |
| Accounts Payable | |
| 2000 Accounts Payable | 224,312.27 |
| Total Accounts Payable | \$224,312.27 |
| Total Current Liabilities | \$335,824.31 |
| Equity | |
| Opening Balance Equity | 2,334,123.53 |
| Retained Earnings | 205,257.57 |
| Profit for the year | 92,786.66 |
| Total Equity | \$2,632,167.76 |

| | |
|------------------------------|----------------|
| | TOTAL |
| Total Liabilities and Equity | \$2,967,992.07 |

OCSCC #687

A/R AGING SUMMARY

As of December 31, 2017

| | CURRENT | 1 - 30 | 31 - 60 | 61 - 90 | 91 AND OVER | TOTAL |
|---|---------------|-------------------|----------------|------------------|--------------------|--------------------|
| 0205 - Carolyn & Therese Montsion | | 0.02 | | | | \$0.02 |
| 0301 - Jadu Gopal Saha | | | | | 47.03 | \$47.03 |
| 0402 - Theresa & Susan Berkowitz | | 0.02 | | | | \$0.02 |
| 0403 - Abdulmotaleb & Gladys De Elsaddik | | | | | 31.95 | \$31.95 |
| 0501 - Norma Gore | | | | | 0.94 | \$0.94 |
| 0506 - William & Marilyn Newman | | | | | 15.00 | \$15.00 |
| 0606 - Mohamed Peera | | | 17.03 | | 15.00 | \$32.03 |
| 0702 - Donald DeGenova & Charles Mustard | | | | | 15.00 | \$15.00 |
| 0804 - Elpida Agathocleous | | 696.59 | | | | \$696.59 |
| 1102 - Ron Gelinas | | 49.50 | | | | \$49.50 |
| 1103 - Zahra Pourjafai-Zaiaei | | | | | 22.91 | \$22.91 |
| 1403 - Goldie Braman | | | | | 271.20 | \$271.20 |
| 1501 - Janis Byron | | | -0.57 | 20.64 | | \$20.07 |
| 1502 - Simone Gardner | | | | | 29.96 | \$29.96 |
| 1603 - Hani & Mira Chouocrallah | | | | 4.07 | | \$4.07 |
| 1701 - Richard & Marjorie Lacy | | 60.00 | | | | \$60.00 |
| 1704 - Catherine Hart | | 24.12 | | | | \$24.12 |
| 1705 - Sharron Kavanagh | | -856.42 | | | | \$ -856.42 |
| 1801 - Evelyn Lieff | | -3.45 | | | | \$ -3.45 |
| 1804 - Dr. Pablo Nery | | | | | 15.00 | \$15.00 |
| 1902 - Robert Ratcliffe | | | | | 0.20 | \$0.20 |
| 1903 - Dr. Someshwar & Saraswa Rao | | | | | 60.00 | \$60.00 |
| 2003 - Gabriel Coifan | | -0.01 | | | | \$ -0.01 |
| 2004 - Peggyann Frost | | 1,490.49 | | | | \$1,490.49 |
| 2101 - James Daniel | | | | | 15.00 | \$15.00 |
| 2103 - Pedram Fouladirad & Fatemehtadan Zoka | | | | | 15.00 | \$15.00 |
| 2202 - Alan Netherton | | -0.04 | | | | \$ -0.04 |
| 2303 - 7214626 Canada Inc. | | | 24.12 | | | \$24.12 |
| 2601 - Helen Thomas | | | | | 39.11 | \$39.11 |
| 2603 - Rachel Purser | | -0.01 | | | | \$ -0.01 |
| 2605 - Louis & Diane Tennenbaum | | 15.00 | | | | \$15.00 |
| 2702 - Pedram Fouladirad & Fatemehtadan Zoka | | -0.04 | | | | \$ -0.04 |
| 2902 - Laine & Barry Cooper | | | | | 30.00 | \$30.00 |
| 3102 - Marie & James Morrissey | | | | | 20.52 | \$20.52 |
| Minto | | | | | 25,000.00 | \$25,000.00 |
| OCSCC 691 | | -0.01 | | | | \$ -0.01 |
| P057-01 -Pedram Fouladi-Rad | | | | -49.02 | -38.21 | \$ -87.23 |
| P195-01 - Edward & Loretta MacDonald | | | | | 56.65 | \$56.65 |
| TOTAL | \$0.00 | \$1,475.76 | \$40.58 | \$ -24.31 | \$25,662.26 | \$27,154.29 |

OCSCC #687

A/P AGING SUMMARY

As of December 31, 2017

| | CURRENT | 1 - 30 | 31 - 60 | 61 - 90 | 91 AND OVER | TOTAL |
|---|-------------------|---------------------|--------------------|-----------------|-------------------|---------------------|
| 4478983 Canada Inc | | 11,649.17 | | | | \$11,649.17 |
| Ainger Cabling + Security | | 1,954.90 | | | | \$1,954.90 |
| Bassi Construction LP | | 133,970.77 | | | | \$133,970.77 |
| Boss Electric | 141.25 | 303.29 | | | | \$444.54 |
| Buchanan Lighting Ltd. | 1,040.84 | | | | | \$1,040.84 |
| Cafe 1274 Banquets | | | | | 615.85 | \$615.85 |
| CI Property Management | 57.00 | 708.83 | | | | \$765.83 |
| City Locksmith Lock & Key Service Inc. | 777.44 | | | | | \$777.44 |
| Clean Water Works | | | | | 1,129.99 | \$1,129.99 |
| Davidson Houle Allen LLP | | | | 87.71 | | \$87.71 |
| Dulux Paints | | | 82.56 | 353.67 | 248.29 | \$684.52 |
| European Glass and Paint | | 537.88 | | | | \$537.88 |
| Evolution Building Services | 146.88 | | | | | \$146.88 |
| Hydro - 38 Metropole Pvt F/P | | | 20.70 | | | \$20.70 |
| Hydro-38 METROPOLE PVT P/R | | 22,050.27 | 25,903.95 | | | \$47,954.22 |
| Johnson Controls | | 25.48 | | | | \$25.48 |
| Kare-Mor Enterprises Co. Ltd. | | 391.15 | | | | \$391.15 |
| Keller Engineering | 1,751.50 | | | | | \$1,751.50 |
| Mr. Robert Briere | | 169.49 | | | | \$169.49 |
| Nexus Electric | | | | | 3,009.19 | \$3,009.19 |
| Ottawa Pool Works | 359.44 | | | | | \$359.44 |
| Preston Hardware | 405.58 | 318.56 | | | | \$724.14 |
| Prolite Glass & Mirrors Inc. | 2,542.50 | 1,548.10 | | | | \$4,090.60 |
| Rogers A/C # 6-2355-5513 | | | 144.03 | | | \$144.03 |
| Rogers A/C # 7-3161-8336 | | 112.16 | | | | \$112.16 |
| Rogers A/C #7-3441-7710 | | 310.80 | 322.51 | | | \$633.31 |
| Ruhland & Associates Ltd | | 861.63 | | | | \$861.63 |
| Sani-Sol Inc. | 87.50 | | | | | \$87.50 |
| Snelling | | 379.87 | | | | \$379.87 |
| Spot Maintenance | | 6,533.29 | | | | \$6,533.29 |
| The Condominium Authority of Ontario (CAO) | | | 1,066.41 | | | \$1,066.41 |
| ThyssenKrupp Elevator (Canada) Limited | | 1,724.70 | | | | \$1,724.70 |
| Torbram Electric Supply | 467.14 | | | | | \$467.14 |
| TOTAL | \$7,777.07 | \$183,550.34 | \$27,540.16 | \$441.38 | \$5,003.32 | \$224,312.27 |

OCSCC #687

TRANSACTION LIST BY SUPPLIER

December 2017

| DATE | TRANSACTION TYPE | # | POSTING | MEMO/DESCRIPTION | ACCOUNT | AMOUNT |
|-----------------------------------|-----------------------|-------------|---------|------------------|------------------------|------------|
| 1252201 Ontario Inc o/a All Signs | | | | | | |
| 06-12-2017 | Bill Payment (Cheque) | FCN_8770-1 | Yes | | 1010 Operating Account | -548.67 |
| 4478983 Canada Inc | | | | | | |
| 04-12-2017 | Bill | 23628 | Yes | | 2000 Accounts Payable | 2,470.18 |
| 04-12-2017 | Bill | 23630 | Yes | | 2000 Accounts Payable | 1,125.48 |
| 07-12-2017 | Bill | 23641 | Yes | | 2000 Accounts Payable | 3,261.18 |
| 22-12-2017 | Bill | 23668 | Yes | | 2000 Accounts Payable | 1,125.48 |
| 28-12-2017 | Bill | 23640 | Yes | | 2000 Accounts Payable | 3,666.85 |
| 9495100 Canada Inc. | | | | | | |
| 12-12-2017 | Bill Payment (Cheque) | FCN_8772-1 | Yes | | 1010 Operating Account | -3,084.90 |
| Adjeleian Allen Rubeli Limited | | | | | | |
| 20-12-2017 | Bill Payment (Cheque) | FCN_8774-1 | Yes | | 1010 Operating Account | -23,543.44 |
| Ainger Cabling + Security | | | | | | |
| 19-12-2017 | Bill | 137651 | Yes | | 2000 Accounts Payable | 1,954.90 |
| AI Parsons Electronics Ltd. | | | | | | |
| 01-12-2017 | Bill | 11215-45800 | Yes | | 2000 Accounts Payable | 141.25 |
| 12-12-2017 | Bill Payment (Cheque) | FCN_8772-2 | Yes | | 1010 Operating Account | -141.25 |
| Bassi Construction LP | | | | | | |
| 20-12-2017 | Bill Payment (Cheque) | FCN_8774-3 | Yes | | 1010 Operating Account | -70,000.00 |
| Boss Electric | | | | | | |
| 06-12-2017 | Bill Payment (Cheque) | FCN_8770-2 | Yes | | 1010 Operating Account | -595.41 |
| 07-12-2017 | Bill | 19316 | Yes | | 2000 Accounts Payable | 303.29 |
| 18-12-2017 | Bill | 19349 | Yes | | 2000 Accounts Payable | 141.25 |
| Buchanan Lighting Ltd. | | | | | | |
| 04-12-2017 | Bill | 10517 | Yes | | 2000 Accounts Payable | 1,040.84 |
| 06-12-2017 | Bill Payment (Cheque) | FCN_8770-3 | Yes | | 1010 Operating Account | -139.46 |
| CI Property Management | | | | | | |
| 01-12-2017 | Bill | 1490 | Yes | | 2000 Accounts Payable | 8,305.50 |
| 01-12-2017 | Bill Payment (Cheque) | | Yes | | 1010 Operating Account | -8,305.50 |

| DATE | TRANSACTION TYPE | # | POSTING | MEMO/DESCRIPTION | ACCOUNT | AMOUNT |
|--|-----------------------|-----------------|---------|------------------|------------------------|------------|
| 01-12-2017 | Bill | 1464 | Yes | | 2000 Accounts Payable | 1,227.52 |
| 01-12-2017 | Bill | 1371 | Yes | | 2000 Accounts Payable | 1,227.52 |
| 01-12-2017 | Bill | 1427 | Yes | | 2000 Accounts Payable | 745.16 |
| 01-12-2017 | Bill | 1556 | Yes | | 2000 Accounts Payable | 146.67 |
| 01-12-2017 | Bill | 1248 | Yes | | 2000 Accounts Payable | 562.16 |
| 06-12-2017 | Bill Payment (Cheque) | FCN_8770-4 | Yes | | 1010 Operating Account | -22.33 |
| 12-12-2017 | Bill Payment (Cheque) | FCN_8772-3 | Yes | | 1010 Operating Account | -3,200.20 |
| 31-12-2017 | Bill | 1668 | Yes | | 2000 Accounts Payable | 57.00 |
| City Locksmith Lock & Key Service Inc. | | | | | | |
| 01-12-2017 | Bill | 2017-0000009980 | Yes | | 2000 Accounts Payable | 2,483.74 |
| 01-12-2017 | Bill | 2017-0000009730 | Yes | | 2000 Accounts Payable | 20.34 |
| 01-12-2017 | Bill | 2017-0000008139 | Yes | | 2000 Accounts Payable | 20.34 |
| 01-12-2017 | Bill | 2017-0000008198 | Yes | | 2000 Accounts Payable | 696.08 |
| 01-12-2017 | Bill | 2017-0000008399 | Yes | | 2000 Accounts Payable | 40.68 |
| 12-12-2017 | Bill Payment (Cheque) | FCN_8772-4 | Yes | | 1010 Operating Account | -2,483.74 |
| Clean Water Works | | | | | | |
| 06-12-2017 | Bill Payment (Cheque) | FCN_8770-5 | Yes | | 1010 Operating Account | -565.00 |
| CLEB Consulting Inc. | | | | | | |
| 01-12-2017 | Bill | 101098 | Yes | | 2000 Accounts Payable | 7,378.90 |
| 06-12-2017 | Bill Payment (Cheque) | FCN_8770-6 | Yes | | 1010 Operating Account | -11,373.45 |
| 12-12-2017 | Bill Payment (Cheque) | FCN_8772-5 | Yes | | 1010 Operating Account | -7,378.90 |
| Com-Net Communication | | | | | | |
| 06-12-2017 | Bill Payment (Cheque) | FCN_8770-7 | Yes | | 1010 Operating Account | -254.25 |
| DecoDesign2016 | | | | | | |
| 01-12-2017 | Bill | MET-1129 | Yes | | 2000 Accounts Payable | 1,469.00 |
| 06-12-2017 | Bill Payment (Cheque) | FCN_8770-8 | Yes | | 1010 Operating Account | -734.50 |
| 20-12-2017 | Bill Payment (Cheque) | FCN_8774-2 | Yes | | 1010 Operating Account | -734.50 |
| Enbridge-38 METROPOLE PVT | | | | | | |
| 06-12-2017 | Bill Payment (Cheque) | RBCX5853 | Yes | | 1010 Operating Account | -16,073.02 |
| Envirocontrol | | | | | | |
| 01-12-2017 | Bill | 22528 | Yes | | 2000 Accounts Payable | 1,193.28 |
| 05-12-2017 | Bill Payment (Cheque) | FCN_8769-1 | Yes | | 1010 Operating Account | -1,193.28 |

| DATE | TRANSACTION TYPE | # | POSTING | MEMO/DESCRIPTION | ACCOUNT | AMOUNT |
|-------------------------------|-----------------------|----------------------|---------|------------------|------------------------|-----------|
| European Glass and Paint | | | | | | |
| 01-12-2017 | Bill | 0000189484 | Yes | | 2000 Accounts Payable | 537.88 |
| Evolution Building Services | | | | | | |
| 05-12-2017 | Bill | 3203 | Yes | | 2000 Accounts Payable | 751.40 |
| 12-12-2017 | Bill Payment (Cheque) | FCN_8772-6 | Yes | | 1010 Operating Account | -751.40 |
| 20-12-2017 | Bill | 3236 | Yes | | 2000 Accounts Payable | 146.88 |
| HD Supply Canada (AR) | | | | | | |
| 05-12-2017 | Bill Payment (Cheque) | FCN_8769-2 | Yes | | 1010 Operating Account | -827.70 |
| Hydro-38 METROPOLE PVT P/R | | | | | | |
| 14-12-2017 | Bill | Oct 31 - Nov 30 2017 | Yes | | 2000 Accounts Payable | 22,050.27 |
| Jet Waste Management LTD. | | | | | | |
| 01-12-2017 | Bill | 23614 | Yes | | 2000 Accounts Payable | 32.61 |
| 01-12-2017 | Bill | 23617 | Yes | | 2000 Accounts Payable | 293.80 |
| 05-12-2017 | Bill Payment (Cheque) | FCN_8769-3 | Yes | | 1010 Operating Account | -32.61 |
| 12-12-2017 | Bill Payment (Cheque) | FCN_8772-7 | Yes | | 1010 Operating Account | -326.41 |
| Johnson Controls | | | | | | |
| 02-12-2017 | Bill | 1-58614881566 | Yes | | 2000 Accounts Payable | 3,781.73 |
| 02-12-2017 | Bill | 1-58615015827 | Yes | | 2000 Accounts Payable | 2,564.63 |
| 12-12-2017 | Bill Payment (Cheque) | FCN_8772-8 | Yes | | 1010 Operating Account | -6,346.36 |
| 19-12-2017 | Bill | 1-59389636653 | Yes | | 2000 Accounts Payable | 25.48 |
| Kare-Mor Enterprises Co. Ltd. | | | | | | |
| 01-12-2017 | Bill | 16767 | Yes | | 2000 Accounts Payable | 391.15 |
| Keller Engineering | | | | | | |
| 01-12-2017 | Bill | *171264 | Yes | | 2000 Accounts Payable | 1,751.50 |
| 06-12-2017 | Bill Payment (Cheque) | FCN_8770-9 | Yes | | 1010 Operating Account | -1,751.50 |
| Margaret Manson | | | | | | |
| 01-12-2017 | Bill | 101082237 | Yes | | 2000 Accounts Payable | 96.44 |
| 12-12-2017 | Bill Payment (Cheque) | FCN_8772-9 | Yes | | 1010 Operating Account | -96.44 |
| Mr. Gord McTaggart | | | | | | |
| 18-12-2017 | Bill | Dec 2017 | Yes | | 2000 Accounts Payable | 1,200.00 |
| 18-12-2017 | Bill Payment (Cheque) | FCN_8773-1 | Yes | | 1010 Operating Account | -1,200.00 |

| DATE | TRANSACTION TYPE | # | POSTING | MEMO/DESCRIPTION | ACCOUNT | AMOUNT |
|--|-----------------------|----------------|---------|------------------|------------------------|-----------|
| Mr. Robert Briere | | | | | | |
| 01-12-2017 | Bill | RE-BOOTS | Yes | | 2000 Accounts Payable | 169.49 |
| 12-12-2017 | Bill Payment (Cheque) | FCN_8772-10 | Yes | | 1010 Operating Account | -50.00 |
| 15-12-2017 | Bill | Dec2017 | Yes | | 2000 Accounts Payable | 50.00 |
| 18-12-2017 | Bill | | Yes | | 2000 Accounts Payable | 1,200.00 |
| 18-12-2017 | Bill Payment (Cheque) | FCN_8773-2 | Yes | | 1010 Operating Account | -1,200.00 |
| Multi Cabinets & Millwork Inc. | | | | | | |
| 05-12-2017 | Bill Payment (Cheque) | FCN_8769-4 | Yes | | 1010 Operating Account | -1,113.05 |
| Optimum Mechanical Solutions | | | | | | |
| 06-12-2017 | Bill Payment (Cheque) | FCN_8770-10 | Yes | | 1010 Operating Account | -181.37 |
| Ottawa Pool Works | | | | | | |
| 01-12-2017 | Bill | 22780 | Yes | | 2000 Accounts Payable | 77.29 |
| 11-12-2017 | Bill | 22880 | Yes | | 2000 Accounts Payable | 37.12 |
| 11-12-2017 | Bill | 22894 | Yes | | 2000 Accounts Payable | 322.32 |
| 12-12-2017 | Bill Payment (Cheque) | FCN_8772-11 | Yes | | 1010 Operating Account | -77.29 |
| Ottawa Water & Sewer-38 METROPOLE PVT | | | | | | |
| 01-12-2017 | Bill Payment (Cheque) | RBCX7580 | Yes | | 1010 Operating Account | -9,084.96 |
| 01-12-2017 | Bill | OC27-NO28 2017 | Yes | | 2000 Accounts Payable | 7,911.77 |
| 12-12-2017 | Bill Payment (Cheque) | RBCX6484 | Yes | | 1010 Operating Account | -7,911.77 |
| Preston Hardware | | | | | | |
| 01-12-2017 | Bill | IN01291969 | Yes | | 2000 Accounts Payable | 79.79 |
| 01-12-2017 | Bill | IN01292368 | Yes | | 2000 Accounts Payable | 32.17 |
| 01-12-2017 | Bill | IN01240591 | Yes | | 2000 Accounts Payable | 153.27 |
| 01-12-2017 | Bill | IN01242262 | Yes | | 2000 Accounts Payable | 102.05 |
| 01-12-2017 | Bill | IN01243138 | Yes | | 2000 Accounts Payable | 13.55 |
| 01-12-2017 | Bill | IN01290310 | Yes | | 2000 Accounts Payable | 93.89 |
| 01-12-2017 | Supplier Credit | CN00050648 | Yes | | 2000 Accounts Payable | -91.46 |
| 01-12-2017 | Bill | IN01291370 | Yes | | 2000 Accounts Payable | 47.26 |
| 04-12-2017 | Bill | IN01293241 | Yes | | 2000 Accounts Payable | 65.52 |
| 05-12-2017 | Bill Payment (Cheque) | FCN_8769-5 | Yes | | 1010 Operating Account | -185.92 |
| 12-12-2017 | Bill Payment (Cheque) | FCN_8772-12 | Yes | | 1010 Operating Account | -177.48 |
| 14-12-2017 | Bill | IN01295645 | Yes | | 2000 Accounts Payable | 104.80 |
| 15-12-2017 | Bill | IN01296121 | Yes | | 2000 Accounts Payable | 300.78 |

| DATE | TRANSACTION TYPE | # | POSTING | MEMO/DESCRIPTION | ACCOUNT | AMOUNT |
|----------------------------------|-----------------------|-------------|---------|---|------------------------|------------|
| Prolite Glass & Mirrors Inc. | | | | | | |
| 01-12-2017 | Bill | 5869 | Yes | | 2000 Accounts Payable | 2,542.50 |
| 01-12-2017 | Bill | 5849 | Yes | | 2000 Accounts Payable | 847.50 |
| 01-12-2017 | Bill | 5848 | Yes | | 2000 Accounts Payable | 700.60 |
| Receiver General | | | | | | |
| 15-12-2017 | Tax Payment | | Yes | Tax Payment for Period: 01-11-2017-30-11-2017 | 1010 Operating Account | -938.54 |
| Rogers A/C # 7-3161-8336 | | | | | | |
| 01-12-2017 | Bill | 1827497641 | Yes | | 2000 Accounts Payable | 112.16 |
| 01-12-2017 | Bill | | Yes | | 2000 Accounts Payable | 70.69 |
| 01-12-2017 | Bill | | Yes | | 2000 Accounts Payable | 69.06 |
| 04-12-2017 | Bill Payment (Cheque) | RBCX5198 | Yes | | 1010 Operating Account | -213.31 |
| Rogers A/C # 7-5091-9334 | | | | | | |
| 01-12-2017 | Bill | 1824908014 | Yes | | 2000 Accounts Payable | 12.07 |
| 01-12-2017 | Bill | ADJMAY | Yes | | 2000 Accounts Payable | 11.48 |
| 12-12-2017 | Bill Payment (Cheque) | RBCX6572 | Yes | | 1010 Operating Account | -35.79 |
| Rogers A/C #7-3441-7710 | | | | | | |
| 01-12-2017 | Bill | 1828155531 | Yes | | 2000 Accounts Payable | 310.80 |
| Rooney, Irving & Associates Ltd. | | | | | | |
| 06-12-2017 | Bill Payment (Cheque) | FCN_8770-11 | Yes | | 1010 Operating Account | -508.50 |
| Ruhland & Associates Ltd | | | | | | |
| 28-12-2017 | Bill | RA-1223 | Yes | | 2000 Accounts Payable | 861.63 |
| Sani-Sol Inc. | | | | | | |
| 01-12-2017 | Bill | 302827 | Yes | | 2000 Accounts Payable | 570.62 |
| 06-12-2017 | Bill Payment (Cheque) | FCN_8770-12 | Yes | | 1010 Operating Account | -362.72 |
| 08-12-2017 | Bill | 303800 | Yes | | 2000 Accounts Payable | 87.50 |
| 12-12-2017 | Bill Payment (Cheque) | FCN_8772-13 | Yes | | 1010 Operating Account | -570.62 |
| Securitas Canada Limited | | | | | | |
| 01-12-2017 | Bill | C0337369 | Yes | | 2000 Accounts Payable | 15,748.48 |
| 12-12-2017 | Bill Payment (Cheque) | FCN_8772-14 | Yes | | 1010 Operating Account | -15,748.48 |
| Snelling | | | | | | |
| 01-12-2017 | Bill | 1398257 | Yes | | 2000 Accounts Payable | 201.92 |
| 01-12- | Bill | 1396167 | Yes | | 2000 Accounts Payable | 177.95 |

| DATE | TRANSACTION TYPE | # | POSTING | MEMO/DESCRIPTION | ACCOUNT | AMOUNT |
|--|-----------------------|---------------------|---------|------------------|------------------------|------------|
| 2017 | | | | | | |
| Soulard Multi Service | | | | | | |
| 06-12-2017 | Bill Payment (Cheque) | FCN_8770-13 | Yes | | 1010 Operating Account | -20,182.93 |
| Spot Maintenance | | | | | | |
| 05-12-2017 | Bill Payment (Cheque) | FCN_8769-6 | Yes | | 1010 Operating Account | -6,267.74 |
| 20-12-2017 | Bill | M1217-124-CI-687 | Yes | | 2000 Accounts Payable | 6,267.74 |
| 20-12-2017 | Bill | EX1217-CI-metropole | Yes | | 2000 Accounts Payable | 265.55 |
| Susan Firestone Design Associates | | | | | | |
| 01-12-2017 | Bill | *11494 | Yes | | 2000 Accounts Payable | 7,031.54 |
| 05-12-2017 | Bill Payment (Cheque) | FCN_8769-7 | Yes | | 1010 Operating Account | -20,160.01 |
| 06-12-2017 | Bill Payment (Cheque) | FCN_8770-14 | Yes | | 1010 Operating Account | -1,830.60 |
| 06-12-2017 | Bill | *11497 | Yes | | 2000 Accounts Payable | 540.82 |
| 12-12-2017 | Bill Payment (Cheque) | FCN_8771-1 | Yes | | 1010 Operating Account | -7,572.36 |
| Taillefer Plumbing & Heating Inc. | | | | | | |
| 05-12-2017 | Bill Payment (Cheque) | FCN_8769-8 | Yes | | 1010 Operating Account | -2,762.85 |
| The SignMaker | | | | | | |
| 06-12-2017 | Bill | 26424 | Yes | | 2000 Accounts Payable | 107.35 |
| 12-12-2017 | Bill Payment (Cheque) | FCN_8772-15 | Yes | | 1010 Operating Account | -107.35 |
| ThyssenKrupp Elevator (Canada) Limited | | | | | | |
| 01-12-2017 | Bill | 1313793 | Yes | | 2000 Accounts Payable | 7,808.25 |
| 05-12-2017 | Bill Payment (Cheque) | FCN_8769-9 | Yes | | 1010 Operating Account | -7,808.25 |
| 20-12-2017 | Bill | 1335681 | Yes | | 2000 Accounts Payable | 1,724.70 |
| Torbram Electric Supply | | | | | | |
| 01-12-2017 | Bill | OTC/055579 | Yes | | 2000 Accounts Payable | 178.77 |
| 01-12-2017 | Bill | OTC/055503 | Yes | | 2000 Accounts Payable | 366.57 |
| 01-12-2017 | Bill | OTC/055551 | Yes | | 2000 Accounts Payable | 100.57 |
| 05-12-2017 | Bill Payment (Cheque) | FCN_8769-10 | Yes | | 1010 Operating Account | -1,347.93 |
| 12-12-2017 | Bill Payment (Cheque) | FCN_8772-16 | Yes | | 1010 Operating Account | -178.77 |
| Trochez Painting and Decoration | | | | | | |
| 06-12-2017 | Bill Payment (Cheque) | CreditSFDA | Yes | | | 0.00 |
| Vincent Spirito & Sons | | | | | | |
| 01-12-2017 | Bill | *J006193 | Yes | | 2000 Accounts Payable | 8,949.60 |
| 12-12- | Bill Payment (Cheque) | FCN_8771-2 | Yes | | 1010 Operating Account | -8,949.60 |

| DATE | TRANSACTION TYPE | # | POSTING | MEMO/DESCRIPTION | ACCOUNT | AMOUNT |
|------|------------------|---|---------|------------------|---------|--------|
| 2017 | | | | | | |
| | | | | | | |

OCSCC #687

GENERAL LEDGER

December 2017

| DATE | TRANSACTION TYPE | # | NAME | MEMO/DESCRIPTION | SPLIT | AMOUNT | BALANCE |
|--|---------------------|----------------------|---------------------------------------|---|------------------------|----------------------|------------|
| 5000 Utilities | | | | | | | |
| 5010 Gas | | | | | | | |
| 01-12-2017 | Journal Entry | 73R | | to set up November accruals | -Split- | \$ -1,908.14 | -1,908.14 |
| Total for 5010 Gas | | | | | | \$ -1,908.14 | |
| 5020 Hydro | | | | | | | |
| 01-12-2017 | Journal Entry | 73R | | to set up November accruals | -Split- | \$ -28,840.39 | -28,840.39 |
| 14-12-2017 | Bill | Oct 31 - Nov 30 2017 | Hydro-38 METROPOLE PVT P/R | October 31 - November 30 2017 } \$47,954.22- (\$29,801.74-\$3,897.79) | 2000 Accounts Payable | \$22,050.27 | -6,790.12 |
| Total for 5020 Hydro | | | | | | \$ -6,790.12 | |
| 5030 Water & Sewer | | | | | | | |
| 01-12-2017 | Journal Entry | 73R | | to set up November accruals | -Split- | \$ -10,296.29 | -10,296.29 |
| 01-12-2017 | Bill | OC27-NO28 2017 | Ottawa Water & Sewer-38 METROPOLE PVT | October 27 to November 28 2017 (invoiced Nov 28, 2017) | 2000 Accounts Payable | \$7,911.77 | -2,384.52 |
| Total for 5030 Water & Sewer | | | | | | \$ -2,384.52 | |
| 5040 Telecom Expenses | | | | | | | |
| 01-12-2017 | Bill | 1827497641 | Rogers A/C # 7-3161-8336 | Nov 28 - Dec 27 2017 | 2000 Accounts Payable | \$112.16 | 112.16 |
| 01-12-2017 | Bill | ADJMAY | Rogers A/C # 7-5091-9334 | Missing May invoice (May 20 - June 19, 2017) | 2000 Accounts Payable | \$11.48 | 123.64 |
| 01-12-2017 | Bill | | Rogers A/C # 7-3161-8336 | May 28, 2017 to June 27, 2017 | 2000 Accounts Payable | \$69.06 | 192.70 |
| 01-12-2017 | Bill | 1824908014 | Rogers A/C # 7-5091-9334 | November 20 - December 19 2017 (invoiced Nov 19, 2017) | 2000 Accounts Payable | \$12.07 | 204.77 |
| 01-12-2017 | Bill | 1828155531 | Rogers A/C #7-3441-7710 | Dec 1-Dec 31 | 2000 Accounts Payable | \$310.80 | 515.57 |
| 01-12-2017 | Bill | | Rogers A/C # 7-3161-8336 | July 28, 2017 to August 27, 2017 | 2000 Accounts Payable | \$70.69 | 586.26 |
| 15-12-2017 | Bill | Dec2017 | Mr. Robert Briere | Monthly reimbursement for use of personal cell phone | 2000 Accounts Payable | \$50.00 | 636.26 |
| Total for 5040 Telecom Expenses | | | | | | \$636.26 | |
| Total for 5000 Utilities | | | | | | \$ -10,446.52 | |
| 5100 Employee Salaries & Benefits | | | | | | | |
| 5110 Taxes | | | | | | | |
| 07-12-2017 | Pay cheque | | Robert Briere | Employer Taxes | 1010 Operating Account | \$48.28 | 48.28 |
| 21-12-2017 | Pay cheque | | Robert Briere | Employer Taxes | 1010 Operating Account | \$48.27 | 96.55 |
| Total for 5110 Taxes | | | | | | \$96.55 | |
| 5120 Wages | | | | | | | |
| 07-12-2017 | Pay cheque | | Robert Briere | Gross Pay - This is not a legal pay stub | 1010 Operating Account | \$2,115.38 | 2,115.38 |
| 21-12-2017 | Pay cheque | | Robert Briere | Gross Pay - This is not a legal pay stub | 1010 Operating Account | \$2,115.38 | 4,230.76 |
| Total for 5120 Wages | | | | | | \$4,230.76 | |
| Total for 5100 Employee Salaries & Benefits | | | | | | \$4,327.31 | |
| 5400 Contracts | | | | | | | |
| 5410 General Cleaning | | | | | | | |
| 20-12-2017 | Bill | M1217-124-CI-687 | Spot Maintenance | Regular janitorial cleaning - December 2017 | 2000 Accounts Payable | \$6,267.74 | 6,267.74 |
| Total for 5410 General Cleaning | | | | | | \$6,267.74 | |
| 5411 Superintendent | | | | | | | |
| 01-12-2017 | Bill | RE-BOOTS | Mr. Robert Briere | reimburse Robert for work boots as per employment agreement | 2000 Accounts Payable | \$169.49 | 169.49 |
| Total for 5411 Superintendent | | | | | | \$169.49 | |
| 5415 Waste management | | | | | | | |
| 01-12-2017 | Bill | 23617 | Jet Waste Management LTD. | Rental of new bin buddy | 2000 Accounts Payable | \$293.80 | 293.80 |
| Total for 5415 Waste management | | | | | | \$293.80 | |
| 5420 Compactor | | | | | | | |
| 01-12-2017 | Bill | 23614 | Jet Waste Management LTD. | Inspection on compactor & container (invoiced Nov 27, 2017) | 2000 Accounts Payable | \$32.61 | 32.61 |
| Total for 5420 Compactor | | | | | | \$32.61 | |
| 5430 Fire System Maintenance | | | | | | | |
| 02-12-2017 | Bill | 1-58615015827 | Johnson Controls | For Monthly Maintenance on Contract | 2000 Accounts Payable | \$2,564.63 | 2,564.63 |
| Total for 5430 Fire System Maintenance | | | | | | \$2,564.63 | |

| DATE | TRANSACTION TYPE | # | NAME | MEMO/DESCRIPTION | SPLIT | AMOUNT | BALANCE |
|---|---------------------|---------------|--|--|-----------------------|---------------------|------------|
| 5435 Private Security | | | | | | | |
| 01-12-2017 | Journal Entry | 73R | | to set up November accruals | -Split- | \$ -15,748.00 | -15,748.00 |
| 01-12-2017 | Bill | C0337369 | Securitas Canada Limited | November 1 - 30, 2017 (invoiced Nov 30, 2017) | 2000 Accounts Payable | \$15,748.48 | 0.48 |
| Total for 5435 Private Security | | | | | | \$0.48 | |
| 5440 Mechanical Maintenance/HVAC | | | | | | | |
| 02-12-2017 | Bill | 1-58614881566 | Johnson Controls | For Monthly Maintenance on Contract | 2000 Accounts Payable | \$3,781.73 | 3,781.73 |
| Total for 5440 Mechanical Maintenance/HVAC | | | | | | \$3,781.73 | |
| 5455 Elevator | | | | | | | |
| 01-12-2017 | Bill | 1313793 | ThyssenKrupp Elevator (Canada) Limited | Maintenance Dec 01, 2017 - Feb 28, 2018 | 2000 Accounts Payable | \$7,808.25 | 7,808.25 |
| 01-12-2017 | Journal Entry | 74 | | to set up prepaid elevator for Jan & Feb | -Split- | \$ -5,205.50 | 2,602.75 |
| Total for 5455 Elevator | | | | | | \$2,602.75 | |
| 5470 Snow Removal | | | | | | | |
| 01-12-2017 | Journal Entry | 73R | | to set up November accruals | -Split- | \$ -2,486.00 | -2,486.00 |
| 01-12-2017 | Journal Entry | 73R | | to set up November accruals | -Split- | \$ -2,360.00 | -4,846.00 |
| Total for 5470 Snow Removal | | | | | | \$ -4,846.00 | |
| 5475 Pest Control | | | | | | | |
| 01-12-2017 | Bill | 22528 | Envirocontrol | Monthly inspection & service to CPU areas for pest control as per agreement for 1 year - Jan 1, 2018 through Dec 31, 2018. | 2000 Accounts Payable | \$1,193.28 | 1,193.28 |
| 01-12-2017 | Journal Entry | 86 | | November accrual for Pest control set up in error as based on Orkin. Envirocontrol is supplier of this contract | -Split- | \$847.50 | 2,040.78 |
| 01-12-2017 | Journal Entry | 83 | | to set up prepaid - Jan 1 2018 to Dec 31 2018 - \$99.44/month | -Split- | \$ -1,193.28 | 847.50 |
| 01-12-2017 | Journal Entry | 73R | | to set up November accruals | -Split- | \$ -847.50 | 0.00 |
| Total for 5475 Pest Control | | | | | | \$0.00 | |
| Total for 5400 Contracts | | | | | | \$10,867.23 | |
| 5500 General Repairs & Maintenance | | | | | | | |
| 5502 Building Supplies | | | | | | | |
| 01-12-2017 | Bill | IN01292368 | Preston Hardware | Maintenance Supplies (invoiced Nov 30, 2017) | 2000 Accounts Payable | \$32.17 | 32.17 |
| 01-12-2017 | Bill | IN01291969 | Preston Hardware | Maintenance Supplies (invoiced Nov 29, 2017) | 2000 Accounts Payable | \$79.79 | 111.96 |
| 01-12-2017 | Bill | IN01243138 | Preston Hardware | Maintenance Supplies (invoiced April 25,2017) | 2000 Accounts Payable | \$13.55 | 125.51 |
| 01-12-2017 | Bill | IN01240591 | Preston Hardware | Maintenance Supplies (invoiced April 11,2017) | 2000 Accounts Payable | \$153.27 | 278.78 |
| 01-12-2017 | Bill | IN01242262 | Preston Hardware | Maintenance Supplies (invoiced April 20,2017) | 2000 Accounts Payable | \$102.05 | 380.83 |
| 01-12-2017 | Bill | IN01291370 | Preston Hardware | Maintenance Supplies | 2000 Accounts Payable | \$47.26 | 428.09 |
| 01-12-2017 | Bill | IN01290310 | Preston Hardware | Maintenance Supplies | 2000 Accounts Payable | \$93.89 | 521.98 |
| 01-12-2017 | Bill | 101082237 | Margaret Manson | to reimburse for purchase of lion bidding boxes | 2000 Accounts Payable | \$96.44 | 618.42 |
| 01-12-2017 | Supplier Credit | CN00050648 | Preston Hardware | return of supplies | 2000 Accounts Payable | \$ -91.46 | 526.96 |
| 01-12-2017 | Bill | 302827 | Sani-Sol Inc. | Cleaning supplies | 2000 Accounts Payable | \$570.62 | 1,097.58 |
| 04-12-2017 | Bill | IN01293241 | Preston Hardware | Maintenance Supplies | 2000 Accounts Payable | \$65.52 | 1,163.10 |
| 05-12-2017 | Bill | 3203 | Evolution Building Services | Supplied/installed (x1) compactor Timer Delay Circuit | 2000 Accounts Payable | \$751.40 | 1,914.50 |
| 06-12-2017 | Bill | 26424 | The SignMaker | 2' x 2' sintra sign, artwork charge | 2000 Accounts Payable | \$107.35 | 2,021.85 |
| 08-12-2017 | Bill | 303800 | Sani-Sol Inc. | Cleaning supplies | 2000 Accounts Payable | \$87.50 | 2,109.35 |
| 14-12-2017 | Bill | IN01295645 | Preston Hardware | Maintenance Supplies | 2000 Accounts Payable | \$104.80 | 2,214.15 |
| 15-12-2017 | Bill | IN01296121 | Preston Hardware | Maintenance Supplies | 2000 Accounts Payable | \$300.78 | 2,514.93 |
| 31-12-2017 | Bill | 1668 | CI Property Management | reimburse for purchase of gas for building equipment | 2000 Accounts Payable | \$57.00 | 2,571.93 |
| Total for 5502 Building Supplies | | | | | | \$2,571.93 | |
| 5503 General Repairs & Maint | | | | | | | |
| 01-12-2017 | Bill | MET-1129 | DecoDesign2016 | Labour decorate seven (7) foot natural tree with decoration. | 2000 Accounts Payable | \$1,469.00 | 1,469.00 |
| 01-12-2017 | Bill | 0000189484 | European Glass and Paint | 1/4" laminate glass | 2000 Accounts Payable | \$537.88 | 2,006.88 |
| 01-12- | Bill | 5849 | Prolite Glass & Mirrors Inc. | Investigate and repair vent in | 2000 Accounts Payable | \$847.50 | 2,854.38 |

| DATE | TRANSACTION TYPE | # | NAME | MEMO/DESCRIPTION | SPLIT | AMOUNT | BALANCE |
|--|---------------------|---------------------|--|---|-----------------------|-------------------|----------|
| 2017 | | | | bedroom of unit 202 (invoiced Nov 23, 2017) | | | |
| 01-12-2017 | Bill | 5848 | Prolite Glass & Mirrors Inc. | Complete investigation on penthouse of 38 Metropole (invoiced Nov 23, 2017) | 2000 Accounts Payable | \$700.60 | 3,554.98 |
| 01-12-2017 | Bill | 5869 | Prolite Glass & Mirrors Inc. | Units repairs | 2000 Accounts Payable | \$2,542.50 | 6,097.48 |
| 04-12-2017 | Bill | 23628 | 4478983 Canada Inc | repairs to unit 2001 | 2000 Accounts Payable | \$2,470.18 | 8,567.66 |
| 04-12-2017 | Bill | 23630 | 4478983 Canada Inc | repairs to unit 2202 | 2000 Accounts Payable | \$1,125.48 | 9,693.14 |
| Total for 5503 General Repairs & Maint | | | | | | \$9,693.14 | |
| 5505 Pool supplies | | | | | | | |
| 01-12-2017 | Bill | 22780 | Ottawa Pool Works | Chemicals for the pool (invoiced Nov 28, 2017) | 2000 Accounts Payable | \$77.29 | 77.29 |
| 11-12-2017 | Bill | 22894 | Ottawa Pool Works | chemicals and pool salt | 2000 Accounts Payable | \$322.32 | 399.61 |
| 11-12-2017 | Bill | 22880 | Ottawa Pool Works | new lid gasket and pump basket for pool pump | 2000 Accounts Payable | \$37.12 | 436.73 |
| Total for 5505 Pool supplies | | | | | | \$436.73 | |
| 5510 Additional Building Cleaning | | | | | | | |
| 20-12-2017 | Bill | EX1217-CI-metropole | Spot Maintenance | condo cleaning- Dec 15 | 2000 Accounts Payable | \$265.55 | 265.55 |
| Total for 5510 Additional Building Cleaning | | | | | | \$265.55 | |
| 5511 Cleaning Supplies | | | | | | | |
| 01-12-2017 | Bill | 1398257 | Snelling | shelia shine ss cleaner | 2000 Accounts Payable | \$201.92 | 201.92 |
| 01-12-2017 | Bill | 1396167 | Snelling | building cleaning supplies | 2000 Accounts Payable | \$177.95 | 379.87 |
| Total for 5511 Cleaning Supplies | | | | | | \$379.87 | |
| 5515 Waste System | | | | | | | |
| 20-12-2017 | Bill | 3236 | Evolution Building Services | service call Dec 18- super reported compactor faulty "full" | 2000 Accounts Payable | \$146.88 | 146.88 |
| Total for 5515 Waste System | | | | | | \$146.88 | |
| 5520 Electrical R&M | | | | | | | |
| 01-12-2017 | Bill | OTC/055579 | Torbram Electric Supply | Supplies | 2000 Accounts Payable | \$178.77 | 178.77 |
| 01-12-2017 | Bill | OTC/055551 | Torbram Electric Supply | Supplies | 2000 Accounts Payable | \$100.57 | 279.34 |
| 01-12-2017 | Bill | OTC/055503 | Torbram Electric Supply | Supplies | 2000 Accounts Payable | \$366.57 | 645.91 |
| 04-12-2017 | Bill | 10517 | Buchanan Lighting Ltd. | supply of ballasts | 2000 Accounts Payable | \$1,040.84 | 1,686.75 |
| 07-12-2017 | Bill | 19316 | Boss Electric | Replace ballasts | 2000 Accounts Payable | \$303.29 | 1,990.04 |
| 18-12-2017 | Bill | 19349 | Boss Electric | Replace ballasts | 2000 Accounts Payable | \$141.25 | 2,131.29 |
| Total for 5520 Electrical R&M | | | | | | \$2,131.29 | |
| 5537 Doors, Keys & Locks | | | | | | | |
| 01-12-2017 | Bill | 2017-0000008198 | City Locksmith Lock & Key Service Inc. | 24-25 locking window handle | 2000 Accounts Payable | \$696.08 | 696.08 |
| 01-12-2017 | Bill | 2017-0000009730 | City Locksmith Lock & Key Service Inc. | mul-t-lock 264S coined key | 2000 Accounts Payable | \$20.34 | 716.42 |
| 01-12-2017 | Bill | 2017-0000009980 | City Locksmith Lock & Key Service Inc. | L 9000 Series Grade 1 Mortise Lockset (invoiced Nov 28, 2017) | 2000 Accounts Payable | \$2,483.74 | 3,200.16 |
| 01-12-2017 | Bill | 2017-0000008399 | City Locksmith Lock & Key Service Inc. | mul-t-lock 264S coined key | 2000 Accounts Payable | \$40.68 | 3,240.84 |
| 01-12-2017 | Bill | 2017-0000008139 | City Locksmith Lock & Key Service Inc. | Mult-t-lock 264S coined key | 2000 Accounts Payable | \$20.34 | 3,261.18 |
| 01-12-2017 | Bill | 11215-45800 | Al Parsons Electronics Ltd. | Preventative Maintenance - Nov 2017 (invoiced Nov 14, 2017) | 2000 Accounts Payable | \$141.25 | 3,402.43 |
| 20-12-2017 | Journal Entry | 81 | | to reallocate deposit to correct GL accounts (refund of overpayment to City Lock) | -Split- | \$ -370.50 | 3,031.93 |
| Total for 5537 Doors, Keys & Locks | | | | | | \$3,031.93 | |
| 5540 HVAC | | | | | | | |
| 19-12-2017 | Bill | 1-59389636653 | Johnson Controls | service call- pressure high on boiler #4 | 2000 Accounts Payable | \$25.48 | 25.48 |
| Total for 5540 HVAC | | | | | | \$25.48 | |
| 5555 Elevator | | | | | | | |
| 20-12-2017 | Bill | 1335681 | ThyssenKrupp Elevator (Canada) Limited | service call- elevator not levellin gproperly | 2000 Accounts Payable | \$1,724.70 | 1,724.70 |
| Total for 5555 Elevator | | | | | | \$1,724.70 | |
| 5562 Common Area upgrades | | | | | | | |
| 19-12-2017 | Bill | 137651 | Ainger Cabling + Security | Fitness room televisions | 2000 Accounts Payable | \$1,954.90 | 1,954.90 |
| Total for 5562 Common Area upgrades | | | | | | \$1,954.90 | |
| 5580 Shared Facility Expense | | | | | | | |
| 01-12- | Bill | 16767 | Kare-Mor Enterprises Co. Ltd. | To repair west side footpath | 2000 Accounts Payable | \$391.15 | 391.15 |

| DATE | TRANSACTION TYPE | # | NAME | MEMO/DESCRIPTION | SPLIT | AMOUNT | BALANCE |
|---|---------------------|----------|-----------------------------------|--|------------------------|--------------------|-----------|
| 2017 | | | | where asphalt had been damaged - sink hole and depression (invoiced Nov 20, 2017) | | | |
| Total for 5580 Shared Facility Expense | | | | | | \$391.15 | |
| Total for 5500 General Repairs & Maintenance | | | | | | \$22,753.55 | |
| 5800 Administrative & Professional Expenses | | | | | | | |
| 5801 Property Management Fees | | | | | | | |
| 01-12-2017 | Bill | 1464 | CI Property Management | Monthly increase in management fee due to new condo act changes | 2000 Accounts Payable | \$1,227.52 | 1,227.52 |
| 01-12-2017 | Bill | 1490 | CI Property Management | monthly management fee | 2000 Accounts Payable | \$8,305.50 | 9,533.02 |
| 01-12-2017 | Bill | 1371 | CI Property Management | Monthly increase in management fee due to new condo act changes (invoiced Nov 1, 2017) | 2000 Accounts Payable | \$1,227.52 | 10,760.54 |
| Total for 5801 Property Management Fees | | | | | | \$10,760.54 | |
| 5810 Office expenses | | | | | | | |
| 01-12-2017 | Bill | 1427 | CI Property Management | 1st Quarter Office Fees (invoiced Oct 1, 2017) | 2000 Accounts Payable | \$745.16 | 745.16 |
| Total for 5810 Office expenses | | | | | | \$745.16 | |
| 5812 Bank charges | | | | | | | |
| 06-12-2017 | Expense | | | ACTIVITY FEE | 1020 Reserve Account | \$1.80 | 1.80 |
| 06-12-2017 | Expense | | | ACTIVITY FEE | 1010 Operating Account | \$21.66 | 23.46 |
| 06-12-2017 | Expense | | | ACTIVITY FEE | 1010 Operating Account | \$104.70 | 128.16 |
| Total for 5812 Bank charges | | | | | | \$128.16 | |
| 5813 Meeting Expense | | | | | | | |
| 01-12-2017 | Bill | 1556 | CI Property Management | reimburse CIPM for cody party rentals for AGM | 2000 Accounts Payable | \$146.67 | 146.67 |
| 01-12-2017 | Bill | 1248 | CI Property Management | reimburse for purchase of printer for admin office | 2000 Accounts Payable | \$562.16 | 708.83 |
| Total for 5813 Meeting Expense | | | | | | \$708.83 | |
| 5815 Miscellaneous Expenses | | | | | | | |
| 18-12-2017 | Bill | | Mr. Robert Briere | Board approved Christmas bonus | 2000 Accounts Payable | \$1,200.00 | 1,200.00 |
| 18-12-2017 | Bill | Dec 2017 | Mr. Gord McTaggart | Board approved Christmas bonus | 2000 Accounts Payable | \$1,200.00 | 2,400.00 |
| Total for 5815 Miscellaneous Expenses | | | | | | \$2,400.00 | |
| 5830 Insurance Expense/General & Liability Insurance | | | | | | | |
| 31-12-2017 | Journal Entry | 79 | | to record monthly insurance expense transfer from prepaid | -Split- | \$9,061.74 | 9,061.74 |
| Total for 5830 Insurance Expense/General & Liability Insurance | | | | | | \$9,061.74 | |
| 5835 Consulting Fees- Architect/Designer | | | | | | | |
| 28-12-2017 | Bill | RA-1223 | Ruhland & Associates Ltd | preliminary concept sketches for front circle | 2000 Accounts Payable | \$861.63 | 861.63 |
| Total for 5835 Consulting Fees- Architect/Designer | | | | | | \$861.63 | |
| 5836 Consulting- Engineering | | | | | | | |
| 01-12-2017 | Bill | 101098 | CLEB Consulting Inc. | Professional fees - remedial work on precast wall system (invoiced Nov 25, 2017) | 2000 Accounts Payable | \$7,378.90 | 7,378.90 |
| Total for 5836 Consulting- Engineering | | | | | | \$7,378.90 | |
| Total for 5800 Administrative & Professional Expenses | | | | | | \$32,044.96 | |
| 6102 Building Interior R&M | | | | | | | |
| 01-12-2017 | Bill | *11494 | Susan Firestone Design Associates | Botanical Arrangements & Lighting Fixtures (invoiced Nov 23, 2017) | 2000 Accounts Payable | \$7,031.54 | 7,031.54 |
| 06-12-2017 | Bill | *11497 | Susan Firestone Design Associates | Lighting Fixtures | 2000 Accounts Payable | \$540.82 | 7,572.36 |
| 07-12-2017 | Bill | 23641 | 4478983 Canada Inc | repairs to unit 3302 | 2000 Accounts Payable | \$3,261.18 | 10,833.54 |
| 22-12-2017 | Bill | 23668 | 4478983 Canada Inc | repairs to unit 1102 | 2000 Accounts Payable | \$1,125.48 | 11,959.02 |
| 28-12-2017 | Bill | 23640 | 4478983 Canada Inc | repairs to unit 3301 | 2000 Accounts Payable | \$3,666.85 | 15,625.87 |
| Total for 6102 Building Interior R&M | | | | | | \$15,625.87 | |
| 6103 Building Exterior R&M | | | | | | | |
| 01-12-2017 | Bill | *J006193 | Vincent Spirito & Sons | To supply labour, material and equipment to do work at the 4 penthouse as requested. (invoiced Nov 30, 2017) | 2000 Accounts Payable | \$8,949.60 | 8,949.60 |
| Total for 6103 Building Exterior R&M | | | | | | \$8,949.60 | |
| 6150 Reserve Fund Study | | | | | | | |
| 01-12-2017 | Bill | *171264 | Keller Engineering | Progressive Claim RFS class 3 | 2000 Accounts Payable | \$1,751.50 | 1,751.50 |

| DATE | TRANSACTION TYPE | # | NAME | MEMO/DESCRIPTION | SPLIT | AMOUNT | BALANCE |
|-----------------------------------|---------------------|---|------|------------------|-------|------------|---------|
| Total for 6150 Reserve Fund Study | | | | | | \$1,751.50 | |

1030 Operating Savings, Period Ending 30-11-2017

RECONCILIATION REPORT

Reconciled on: 06-12-2017

Reconciled by: Jen Walker

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

| Summary | CAD |
|---|-------------|
| Statement beginning balance..... | 0.00 |
| Cheques and payments cleared (1)..... | -6.00 |
| Deposits and other credits cleared (1)..... | 6.00 |
| Statement ending balance..... | <u>0.00</u> |
| Register balance as of 30-11-2017..... | 0.00 |

Details

Cheques and payments cleared (1)

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (CAD) |
|------------|---------|---------|-------|--------------|
| 02-11-2017 | Expense | | | -6.00 |
| Total | | | | -6.00 |

Deposits and other credits cleared (1)

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (CAD) |
|------------|---------|---------|-------|--------------|
| 10-11-2017 | Deposit | | | 6.00 |
| Total | | | | 6.00 |

1010 Operating Account, Period Ending 29-12-2017

RECONCILIATION REPORT

Reconciled on: 02-01-2018

Reconciled by: Erin Horwitz

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

Summary

CAD

| | |
|---|-------------------|
| Statement beginning balance..... | 248,102.17 |
| Cheques and payments cleared (58)..... | -280,747.55 |
| Deposits and other credits cleared (174)..... | 312,885.77 |
| Statement ending balance..... | <u>280,240.39</u> |

| | |
|--|------------|
| Uncleared transactions as of 29-12-2017..... | 1,405.98 |
| Register balance as of 29-12-2017..... | 281,646.37 |

Details

Cheques and payments cleared (58)

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (CAD) |
|------------|----------------|-------------|-----------------------------------|--------------|
| 01-12-2017 | Bill Payment | | CI Property Management | -8,305.50 |
| 01-12-2017 | Bill Payment | RBCX7580 | Ottawa Water & Sewer-38 M... | -9,084.96 |
| 04-12-2017 | Bill Payment | RBCX5198 | Rogers A/C # 7-3161-8336 | -213.31 |
| 05-12-2017 | Bill Payment | FCN_8769-6 | Spot Maintenance | -6,267.74 |
| 05-12-2017 | Bill Payment | FCN_8769-10 | Torbram Electric Supply | -1,347.93 |
| 05-12-2017 | Bill Payment | FCN_8769-4 | Multi Cabinets & Millwork Inc. | -1,113.05 |
| 05-12-2017 | Bill Payment | FCN_8769-5 | Preston Hardware | -185.92 |
| 05-12-2017 | Bill Payment | FCN_8769-7 | Susan Firestone Design Asso... | -20,160.01 |
| 05-12-2017 | Bill Payment | FCN_8769-1 | Envirocontrol | -1,193.28 |
| 05-12-2017 | Bill Payment | FCN_8769-2 | HD Supply Canada (AR) | -827.70 |
| 05-12-2017 | Bill Payment | FCN_8769-3 | Jet Waste Management LTD. | -32.61 |
| 05-12-2017 | Bill Payment | FCN_8769-8 | Taillefer Plumbing & Heating I... | -2,762.85 |
| 05-12-2017 | Bill Payment | FCN_8769-9 | ThyssenKrupp Elevator (Can... | -7,808.25 |
| 06-12-2017 | Expense | | | -21.66 |
| 06-12-2017 | Expense | | | -104.70 |
| 06-12-2017 | Bill Payment | FCN_8770-13 | Soulard Multi Service | -20,182.93 |
| 06-12-2017 | Bill Payment | RBCX5853 | Enbridge-38 METROPOLE P... | -16,073.02 |
| 06-12-2017 | Bill Payment | FCN_8770-14 | Susan Firestone Design Asso... | -1,830.60 |
| 06-12-2017 | Bill Payment | FCN_8770-1 | 1252201 Ontario Inc o/a All S... | -548.67 |
| 06-12-2017 | Bill Payment | FCN_8770-2 | Boss Electric | -595.41 |
| 06-12-2017 | Bill Payment | FCN_8770-3 | Buchanan Lighting Ltd. | -139.46 |
| 06-12-2017 | Bill Payment | FCN_8770-4 | CI Property Management | -22.33 |
| 06-12-2017 | Bill Payment | FCN_8770-5 | Clean Water Works | -565.00 |
| 06-12-2017 | Bill Payment | FCN_8770-6 | CLEB Consulting Inc. | -11,373.45 |
| 06-12-2017 | Bill Payment | FCN_8770-7 | Com-Net Communication | -254.25 |
| 06-12-2017 | Bill Payment | FCN_8770-8 | DecoDesign2016 | -734.50 |
| 06-12-2017 | Bill Payment | FCN_8770-9 | Keller Engineering | -1,751.50 |
| 06-12-2017 | Bill Payment | FCN_8770-10 | Optimum Mechanical Solutions | -181.37 |
| 06-12-2017 | Bill Payment | FCN_8770-11 | Rooney, Irving & Associates ... | -508.50 |
| 06-12-2017 | Bill Payment | FCN_8770-12 | Sani-Sol Inc. | -362.72 |
| 07-12-2017 | Payroll Cheque | | Robert Briere | -1,694.39 |
| 12-12-2017 | Bill Payment | FCN_8772-15 | The SignMaker | -107.35 |
| 12-12-2017 | Bill Payment | FCN_8772-16 | Torbram Electric Supply | -178.77 |
| 12-12-2017 | Bill Payment | FCN_8772-13 | Sani-Sol Inc. | -570.62 |
| 12-12-2017 | Bill Payment | FCN_8772-14 | Securitas Canada Limited | -15,748.48 |
| 12-12-2017 | Bill Payment | FCN_8772-12 | Preston Hardware | -177.48 |
| 12-12-2017 | Bill Payment | RBCX6484 | Ottawa Water & Sewer-38 M... | -7,911.77 |
| 12-12-2017 | Bill Payment | RBCX6572 | Rogers A/C # 7-5091-9334 | -35.79 |
| 12-12-2017 | Bill Payment | FCN_8771-1 | Susan Firestone Design Asso... | -7,572.36 |
| 12-12-2017 | Bill Payment | FCN_8771-2 | Vincent Spirito & Sons | -8,949.60 |
| 12-12-2017 | Bill Payment | FCN_8772-1 | 9495100 Canada Inc. | -3,084.90 |
| 12-12-2017 | Bill Payment | FCN_8772-2 | AI Parsons Electronics Ltd. | -141.25 |
| 12-12-2017 | Bill Payment | FCN_8772-3 | CI Property Management | -3,200.20 |
| 12-12-2017 | Bill Payment | FCN_8772-4 | City Locksmith Lock & Key S... | -2,483.74 |
| 12-12-2017 | Bill Payment | FCN_8772-5 | CLEB Consulting Inc. | -7,378.90 |
| 12-12-2017 | Bill Payment | FCN_8772-6 | Evolution Building Services | -751.40 |
| 12-12-2017 | Bill Payment | FCN_8772-7 | Jet Waste Management LTD. | -326.41 |

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (CAD) |
|------------|----------------|-------------|--------------------------------|--------------|
| 12-12-2017 | Bill Payment | FCN_8772-8 | Johnson Controls | -6,346.36 |
| 12-12-2017 | Bill Payment | FCN_8772-9 | Margaret Manson | -96.44 |
| 12-12-2017 | Bill Payment | FCN_8772-10 | Mr. Robert Briere | -50.00 |
| 12-12-2017 | Bill Payment | FCN_8772-11 | Ottawa Pool Works | -77.29 |
| 15-12-2017 | Tax Payment | | Receiver General | -938.54 |
| 18-12-2017 | Bill Payment | FCN_8773-2 | Mr. Robert Briere | -1,200.00 |
| 18-12-2017 | Bill Payment | FCN_8773-1 | Mr. Gord McTaggart | -1,200.00 |
| 20-12-2017 | Bill Payment | FCN_8774-3 | Bassi Construction LP | -70,000.00 |
| 20-12-2017 | Bill Payment | FCN_8774-2 | DecoDesign2016 | -734.50 |
| 20-12-2017 | Bill Payment | FCN_8774-1 | Adjeleian Allen Rubeli Limited | -23,543.44 |
| 21-12-2017 | Payroll Cheque | | Robert Briere | -1,694.39 |

Total **-280,747.55**

Deposits and other credits cleared (174)

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (CAD) |
|------------|-----------------|---------|---------------------------------|--------------|
| 22-11-2017 | Receive Payment | 215 | 0705 - Janet Clarke-Armstrong | 19.07 |
| 22-11-2017 | Receive Payment | 533 | 1105 - Roy & Marianne Wood | 25.72 |
| 22-11-2017 | Receive Payment | 035 | 2505 - David & Christine Welch | 15.00 |
| 22-11-2017 | Receive Payment | 862 | 1904 - Dr. Marie Kiar | 24.12 |
| 29-11-2017 | Receive Payment | Alterna | 0703 - Samuel Yin Sun Lee | 63.80 |
| 01-12-2017 | Deposit | | | 772.34 |
| 01-12-2017 | Receive Payment | | 0703 - Samuel Yin Sun Lee | 632.79 |
| 01-12-2017 | Receive Payment | | 0204 - Helen Bucosky | 731.98 |
| 01-12-2017 | Receive Payment | | 2003 - Gabriel Coifan | 744.36 |
| 01-12-2017 | Receive Payment | | 2603 - Rachel Purser | 744.36 |
| 01-12-2017 | Receive Payment | | 0205 - Carolyn & Therese Mo... | 1,008.00 |
| 01-12-2017 | Receive Payment | | 0402 - Theresa & Susan Berk... | 1,008.00 |
| 01-12-2017 | Receive Payment | | 1705 - Sharron Kavanagh | 1,033.00 |
| 01-12-2017 | Receive Payment | | P195-01 - Edward & Loretta ... | 56.09 |
| 01-12-2017 | Receive Payment | | 0604 - Marilyn Knock | 696.58 |
| 01-12-2017 | Receive Payment | | 1004 - Rheal & Ron Gellinas | 696.59 |
| 01-12-2017 | Receive Payment | | 1003 - Robert Hansen | 696.59 |
| 01-12-2017 | Receive Payment | | 0904 - Geoff Riggs | 696.59 |
| 01-12-2017 | Receive Payment | | 0704 - Steven Dubreuil Clend... | 696.59 |
| 01-12-2017 | Receive Payment | | 0504 - Patrick Soucy | 696.59 |
| 01-12-2017 | Receive Payment | | 0404 - Doug McCarthy | 696.59 |
| 01-12-2017 | Receive Payment | | 0503 - Radha Seshadri | 696.59 |
| 01-12-2017 | Receive Payment | | 0603 - Todd McLaughlin | 696.59 |
| 01-12-2017 | Receive Payment | | 0803 - Dianne Caufeild | 696.59 |
| 01-12-2017 | Receive Payment | | 0403 - Abdulmoteleb & Gladys... | 696.59 |
| 01-12-2017 | Receive Payment | | 0303 - Edvardo Del Campo | 731.98 |
| 01-12-2017 | Receive Payment | | 0203 - Pedram Fouladirad & ... | 731.98 |
| 01-12-2017 | Receive Payment | | 0304 - Elsia & Mauizio Bonardi | 731.98 |
| 01-12-2017 | Receive Payment | | 1603 - Hani & Mira Chouocral... | 744.35 |
| 01-12-2017 | Receive Payment | | 2103 - Pedram Fouladirad & ... | 744.35 |
| 01-12-2017 | Receive Payment | | 2703 - Jitka Popelar | 744.35 |
| 01-12-2017 | Receive Payment | | 2503 - Thomas & Karen Cole | 744.35 |
| 01-12-2017 | Receive Payment | | 2803 - Wing Sum Chan | 744.35 |
| 01-12-2017 | Receive Payment | | 2303 - 7214626 Canada Inc. | 744.35 |
| 01-12-2017 | Receive Payment | | 1103 - Zahra Pourjafai-Zaiaei | 744.35 |
| 01-12-2017 | Receive Payment | | 1503 - Rob & Margaret Noffke | 744.35 |
| 01-12-2017 | Receive Payment | | 1803 - Muriel Earle | 744.35 |
| 01-12-2017 | Receive Payment | | 1903 - Dr. Someshwar & Sar... | 744.35 |
| 01-12-2017 | Receive Payment | | 2403 - Hashem Hoda | 744.35 |
| 01-12-2017 | Receive Payment | | 2203 - Jennifer Cole | 744.35 |
| 01-12-2017 | Receive Payment | | 0903 - Selena Wai Man Che | 752.67 |
| 01-12-2017 | Receive Payment | | 1203 - Karen Switzer | 765.46 |
| 01-12-2017 | Receive Payment | | 1403 - Goldie Braman | 765.57 |
| 01-12-2017 | Receive Payment | | 1703 - Alex & Lenka Mach | 800.44 |
| 01-12-2017 | Receive Payment | | 0902 - Wayne Harrison | 1,008.02 |
| 01-12-2017 | Receive Payment | | 0305 - Hyun Soo Lee | 1,008.02 |
| 01-12-2017 | Receive Payment | | 0405 - David Nicholson | 1,008.02 |
| 01-12-2017 | Receive Payment | | 0505 - Velma & Barry Cornish | 1,008.02 |
| 01-12-2017 | Receive Payment | | 0302 - Kathleen Laing | 1,008.02 |
| 01-12-2017 | Receive Payment | | 0905 - Nelson Ning & Jean H... | 1,008.02 |
| 01-12-2017 | Receive Payment | | 0202 - John & Elsie Mallon | 1,008.02 |

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (CAD) |
|------------|-----------------|---------|---------------------------------|--------------|
| 01-12-2017 | Receive Payment | | 0805 - Nadia Safarian | 1,008.02 |
| 01-12-2017 | Receive Payment | | 1002 - Louise Tardif | 1,008.02 |
| 01-12-2017 | Receive Payment | | 0502 - Judith Haswell | 1,008.02 |
| 01-12-2017 | Receive Payment | | 0605 - Douglas & Louise Hol... | 1,008.02 |
| 01-12-2017 | Receive Payment | | 0705 - Janet Clarke-Armstrong | 1,008.02 |
| 01-12-2017 | Receive Payment | | 0802 - Claude Garneau | 1,008.02 |
| 01-12-2017 | Receive Payment | | 0602 - Teresa Mersereau | 1,029.22 |
| 01-12-2017 | Receive Payment | | 0702 - Donald DeGenova & ... | 1,029.22 |
| 01-12-2017 | Receive Payment | | 1005 - Des Clair | 1,064.10 |
| 01-12-2017 | Receive Payment | | 1501 - Janis Byron | 1,137.14 |
| 01-12-2017 | Receive Payment | | 2705 - Bonnie Sigston | 1,137.14 |
| 01-12-2017 | Receive Payment | | 1405 - Bertram Bleviss | 1,137.14 |
| 01-12-2017 | Receive Payment | | 1701 - Richard & Marjorie Lacy | 1,137.14 |
| 01-12-2017 | Receive Payment | | 1505 - James Finnie & Ollie ... | 1,137.14 |
| 01-12-2017 | Receive Payment | | 0401 - Jacob & Margaret Wiebe | 1,137.14 |
| 01-12-2017 | Receive Payment | | 1805 - Blythe & Carol McCleary | 1,137.14 |
| 01-12-2017 | Receive Payment | | 2101 - James Daniel | 1,137.14 |
| 01-12-2017 | Receive Payment | | 2701 - Ursula & Richard Stre... | 1,137.14 |
| 01-12-2017 | Receive Payment | | 1605 - Geetha & Rangacha J... | 1,137.14 |
| 01-12-2017 | Receive Payment | | 0506 - William & Marilyn New... | 1,137.14 |
| 01-12-2017 | Receive Payment | | 2005 - Craig Milne | 1,137.14 |
| 01-12-2017 | Receive Payment | | 0606 - Mohamed Peera | 1,137.14 |
| 01-12-2017 | Receive Payment | | 0601 - Jocelyne Arvisais | 1,137.14 |
| 01-12-2017 | Receive Payment | | 2605 - Louis & Diane Tennen... | 1,137.14 |
| 01-12-2017 | Receive Payment | | 1205 - Shedman Tam | 1,137.14 |
| 01-12-2017 | Receive Payment | | 0201 - Jacques & Helen Ben... | 1,137.14 |
| 01-12-2017 | Receive Payment | | 2305 - David Moors | 1,137.14 |
| 01-12-2017 | Receive Payment | | 0806 - Raymonde Haddad | 1,137.14 |
| 01-12-2017 | Receive Payment | | 2601 - Helen Thomas | 1,137.14 |
| 01-12-2017 | Receive Payment | | 1401 - Nicole Hanson | 1,137.14 |
| 01-12-2017 | Receive Payment | | 0701 - James & Mary Ann Ge... | 1,137.14 |
| 01-12-2017 | Receive Payment | | 1001 - Jim & Madeleine Low | 1,137.14 |
| 01-12-2017 | Receive Payment | | 2201 - Eileen & Roy Pike | 1,137.14 |
| 01-12-2017 | Receive Payment | | 1601 - Lilliane Feig | 1,137.14 |
| 01-12-2017 | Receive Payment | | 2001 - Leonard Bennett | 1,137.14 |
| 01-12-2017 | Receive Payment | | 1105 - Roy & Marianne Wood | 1,137.14 |
| 01-12-2017 | Receive Payment | | 2505 - David & Christine Welch | 1,137.14 |
| 01-12-2017 | Receive Payment | | 1006 - Carol Devenny In Trust | 1,137.14 |
| 01-12-2017 | Receive Payment | | 1101 - Carol Stewart | 1,137.14 |
| 01-12-2017 | Receive Payment | | 2405 - Ron & Elaine Brown | 1,137.14 |
| 01-12-2017 | Receive Payment | | 0301 - Jadu Gopal Saha | 1,137.14 |
| 01-12-2017 | Receive Payment | | 0501 - Norma Gore | 1,137.14 |
| 01-12-2017 | Receive Payment | | 0801 - Claude Garneau | 1,137.15 |
| 01-12-2017 | Receive Payment | | 0706 - Vivian Chiu | 1,137.15 |
| 01-12-2017 | Receive Payment | | 2501 - Arnold Toporowski | 1,158.37 |
| 01-12-2017 | Receive Payment | | 0906 - Anne Bertrand | 1,158.38 |
| 01-12-2017 | Receive Payment | | 0406 - Raymond & Gayle Cor... | 1,158.38 |
| 01-12-2017 | Receive Payment | | 1905 - Louis Martin | 1,158.38 |
| 01-12-2017 | Receive Payment | | 0206 - Linda Wood | 1,172.54 |
| 01-12-2017 | Receive Payment | | 0306 - Gerry Derouin | 1,172.54 |
| 01-12-2017 | Receive Payment | | 1802 - Terry Kim | 1,176.09 |
| 01-12-2017 | Receive Payment | | 2402 - Edward & Pilar Doe | 1,176.09 |
| 01-12-2017 | Receive Payment | | 2102 - Paul Dion | 1,176.09 |
| 01-12-2017 | Receive Payment | | 2602 - Michael & Carole Dence | 1,176.09 |
| 01-12-2017 | Receive Payment | | 1502 - Simone Gardner | 1,176.09 |
| 01-12-2017 | Receive Payment | | 2202 - Alan Netherton | 1,176.09 |
| 01-12-2017 | Receive Payment | | 1102 - Ron Gelinis | 1,176.10 |
| 01-12-2017 | Receive Payment | | 1602 - Tedd & Toby Nathanson | 1,176.10 |
| 01-12-2017 | Receive Payment | | 1702 - Peter Cooney | 1,176.10 |
| 01-12-2017 | Receive Payment | | 2401 - Shelley Rothman | 1,193.23 |
| 01-12-2017 | Receive Payment | | 1801 - Evelyn Lieff | 1,193.23 |
| 01-12-2017 | Receive Payment | | 2301 - Doug & Marie Wong | 1,193.23 |
| 01-12-2017 | Receive Payment | | 1901 - John Mierins | 1,193.23 |
| 01-12-2017 | Receive Payment | | 2805 - Larry O'Brien | 1,193.23 |
| 01-12-2017 | Receive Payment | | 2205 - Malcolm McKechnie | 1,193.23 |
| 01-12-2017 | Receive Payment | | 2105 - Val & Paul Puddicombe | 1,193.23 |
| 01-12-2017 | Receive Payment | | 1202 - Peter & Joan Gillespie | 1,197.32 |
| 01-12-2017 | Receive Payment | | 2802 - Bruce & Ulla Maynard | 1,218.54 |
| 01-12-2017 | Receive Payment | | 1902 - Robert Ratcliffe | 1,232.18 |

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (CAD) |
|------------|-----------------|---------|-----------------------------------|--------------|
| 01-12-2017 | Receive Payment | | 1402 - Ingrid Levitz | 1,232.18 |
| 01-12-2017 | Receive Payment | | 2302 - Rita Savard | 1,232.18 |
| 01-12-2017 | Receive Payment | | 2702 - Pedram Fouladirad & ... | 1,232.18 |
| 01-12-2017 | Receive Payment | | 0901 - Alain & Brenda Paquet | 1,237.14 |
| 01-12-2017 | Receive Payment | | 2801 - Doug McCarthy | 1,249.31 |
| 01-12-2017 | Receive Payment | | 2502 - Anna Turner | 1,253.41 |
| 01-12-2017 | Receive Payment | | 2002 - Judy Edgar | 1,274.63 |
| 01-12-2017 | Receive Payment | | 2804 - Leona Cunningham | 1,434.40 |
| 01-12-2017 | Receive Payment | | 1104 - Paul Manson | 1,490.49 |
| 01-12-2017 | Receive Payment | | 1804 - Dr. Pablo Nery | 1,490.49 |
| 01-12-2017 | Receive Payment | | 1604 - Mark & Nina Dover | 1,490.49 |
| 01-12-2017 | Receive Payment | | 2704 - Francois & Anne Borde | 1,490.49 |
| 01-12-2017 | Receive Payment | | 2404 - Frank & Mary Dooher | 1,490.49 |
| 01-12-2017 | Receive Payment | | 2604 - Lorraine Fage | 1,490.49 |
| 01-12-2017 | Receive Payment | | 1904 - Dr. Marie Kiar | 1,490.49 |
| 01-12-2017 | Receive Payment | | 1704 - Catherine Hart | 1,490.49 |
| 01-12-2017 | Receive Payment | | 2104 - Richard & Nathalie Vill... | 1,490.49 |
| 01-12-2017 | Receive Payment | | 2204 - Gail Victor | 1,511.71 |
| 01-12-2017 | Receive Payment | | 2304 - James Jarvis | 1,511.71 |
| 01-12-2017 | Receive Payment | | 1404 - Dr. Vijay & Beverly Mo... | 1,511.71 |
| 01-12-2017 | Receive Payment | | 1504 - Jonathon Fisher & Lin... | 1,511.72 |
| 01-12-2017 | Receive Payment | | 1204 - Kenny & Jocelyne Ars... | 1,532.94 |
| 01-12-2017 | Receive Payment | | 2504 - Eddy & Sandra Gordo... | 1,567.79 |
| 01-12-2017 | Receive Payment | | 3202 - Carol Greenberg | 1,709.88 |
| 01-12-2017 | Receive Payment | | 3102 - Marie & James Morris... | 1,709.88 |
| 01-12-2017 | Receive Payment | | 2902 - Laine & Barry Cooper | 1,709.88 |
| 01-12-2017 | Receive Payment | | 3002 - Shirley Redmond | 1,731.11 |
| 01-12-2017 | Receive Payment | | 3101 - Brian Fogarty | 1,775.37 |
| 01-12-2017 | Receive Payment | | 3201 - Margaret & Nancy Sh... | 1,775.37 |
| 01-12-2017 | Receive Payment | | 3001 - Jeremy Colman | 1,775.37 |
| 01-12-2017 | Receive Payment | | 2901 - Karen Ellis & Jim Mac... | 1,775.37 |
| 01-12-2017 | Receive Payment | | 3301 Gerald & Mary-Belle Pu... | 1,946.46 |
| 01-12-2017 | Receive Payment | | 2903 - Lori Loeb | 2,253.08 |
| 01-12-2017 | Receive Payment | | 3103 - Francesca Clacerano | 2,309.16 |
| 01-12-2017 | Receive Payment | | 3203 - Larry Hartman | 2,309.17 |
| 01-12-2017 | Receive Payment | | 3003 - Sonia Tavel | 2,330.41 |
| 01-12-2017 | Receive Payment | | 3302 - Elissa Iny | 2,356.42 |
| 05-12-2017 | Deposit | | | 20,160.01 |
| 06-12-2017 | Deposit | | | 1,830.60 |
| 06-12-2017 | Deposit | | | 2,762.85 |
| 08-12-2017 | Deposit | | | 1,751.50 |
| 12-12-2017 | Deposit | | | 16,521.96 |
| 20-12-2017 | Receive Payment | | 2204 - Gail Victor | 22.68 |
| 20-12-2017 | Deposit | | | 785.50 |
| 20-12-2017 | Receive Payment | | 0906 - Anne Bertrand | 24.12 |
| 20-12-2017 | Receive Payment | | 0502 - Judith Haswell | 17.03 |
| 20-12-2017 | Receive Payment | | 2501 - Arnold Toporowski | 26.28 |
| 20-12-2017 | Receive Payment | | 2602 - Michael & Carole Dence | 32.38 |
| 20-12-2017 | Receive Payment | | 2501 - Arnold Toporowski | 60.00 |
| 20-12-2017 | Receive Payment | | 0302 - Kathleen Laing | 19.07 |
| 20-12-2017 | Deposit | | | 93,543.44 |
| 20-12-2017 | Receive Payment | | 1705 - Sharron Kavanagh | 134.16 |
| 21-12-2017 | Receive Payment | | 0305 - Hyun Soo Lee | 32.03 |
| 22-12-2017 | Receive Payment | | OCSCC 691 | 643.62 |

| | | | | |
|-------|--|--|--|------------|
| Total | | | | 312,885.77 |
|-------|--|--|--|------------|

Additional Information

Uncleared cheques and payments as of 29-12-2017

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (CAD) |
|------------|--------------|---------|----------------------------|--------------|
| 22-06-2017 | Bill Payment | EFT1384 | Metropole Mingle Committee | -75.00 |
| 15-07-2017 | Tax Payment | | Receiver General | -861.08 |
| 14-08-2017 | Tax Payment | | Receiver General | -861.08 |

| | | | | |
|-------|--|--|--|-----------|
| Total | | | | -1,797.16 |
|-------|--|--|--|-----------|

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

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (CAD) |
|------------|-----------------|----------------|---------------------------------|--------------|
| 05-10-2017 | Receive Payment | | 1201 The Estate of Barbara F... | 1,033.00 |
| 08-11-2017 | Receive Payment | | 1201 The Estate of Barbara F... | 1,033.00 |
| 04-12-2017 | Receive Payment | CI*3046 - 8480 | 1201 The Estate of Barbara F... | 1,137.14 |
| Total | | | | 3,203.14 |



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

Business Account Statement

RBDDA30000_6118392 E D 00006 00211

OTTAWA-CARLETON STANDARD CONDOMINIUM CORPORATION

OPERATING

C/O CAPITAL CONCIERGE

904 LADY ELLEN PLACE

OTTAWA ON K1Z 5L5

November 30, 2017 to December 29, 2017

Account number: 00006 102-414-0

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

90 SPARKS ST, OTTAWA, ON K1P 5T6

| | |
|---|-----------------------|
| Opening balance on November 30, 2017 | \$248,102.17 |
| Total deposits & credits (11) | + 312,885.77 |
| Total cheques & debits (16) | - 280,747.55 |
| Closing balance on December 29, 2017 | = \$280,240.39 |

Have your business needs changed? We can help.

Let us help identify opportunities to take your business to the next level, whether it's making your cash flow cycle more efficient or helping to set the stage for future growth. Your account manager would be pleased to help, or call an RBC Business Advisor at 1-800-769-2520.

Account Activity Details

| Date | Description | Cheques & Debits (\$) | Deposits & Credits (\$) | Balance (\$) |
|--------|---|-----------------------|-------------------------|-------------------|
| | Opening balance | | | 248,102.17 |
| 01 Dec | Direct Payment (PAD's) service total GRADS6419710000 | | 167,696.00 | 415,798.17 |
| | eCheque deposit 13770 | | 6,822.54 | |
| | Bill payment - 7580 OTT WTR & SEWER | 9,084.96 | | |
| | Misc Payment CAPITAL INTEGRA | 8,305.50 | | 405,230.25 |
| 04 Dec | Bill payment - 5198 ROGERS WIRELESS | 213.31 | | 405,016.94 |
| 05 Dec | Account transfer Reserve expense | | 20,160.01 | 425,176.95 |
| 06 Dec | Account transfer Reserve expense | | 1,830.60 | |
| | Account transfer Reserve expense | | 2,762.85 | 429,770.40 |
| | Bill payment - 5853 ENBRIDGE | 16,073.02 | | |
| | Direct Deposits (PDS) service total GRADS4105110000 | 1,694.39 | | |



Business Account Statement

November 30, 2017 to December 29, 2017

Account number: 00006 102-414-0

Account Activity Details - continued

| Date | Description | Cheques & Debits (\$) | Deposits & Credits (\$) | Balance (\$) |
|--------|---|-----------------------|-------------------------|-------------------|
| 06 Dec | Direct Deposits (PDS) service total GRADS4105110000 | 41,699.34 | | |
| | Activity fee | 21.66 | | |
| | Activity fee | 104.70 | | 370,177.29 |
| 08 Dec | Account transfer Reserve expense | | 1,751.50 | 371,928.79 |
| | Direct Deposits (PDS) service total GRADS4105110000 | 39,050.69 | | 332,878.10 |
| 12 Dec | Account transfer Reserve expense | | 16,521.96 | 349,400.06 |
| | Bill payment - 6572 ROGERS WIRELESS | 35.79 | | |
| | Bill payment - 6484 OTT WTR & SEWER | 7,911.77 | | 341,452.50 |
| 14 Dec | Direct Deposits (PDS) service total GRADS4105110000 | 57,241.55 | | 284,210.95 |
| 15 Dec | COMMERCIAL TAXES EMPTX 2128414 | 938.54 | | 283,272.41 |
| 19 Dec | Direct Deposits (PDS) service total GRADS4105110000 | 2,400.00 | | 280,872.41 |
| 20 Dec | Account transfer Reserve expense | | 93,543.44 | 374,415.85 |
| | eCheque deposit 13770 | | 1,121.22 | |
| | Direct Deposits (PDS) service total GRADS4105110000 | 1,694.39 | | 373,842.68 |
| 21 Dec | Direct Payment (PAD's) service total GRADS6419710000 | | 32.03 | 373,874.71 |
| | Direct Deposits (PDS) service total GRADS4105110000 | 94,277.94 | | 279,596.77 |
| 22 Dec | eCheque deposit 13770 | | 643.62 | 280,240.39 |
| | Closing balance | | | 280,240.39 |
| <hr/> | | | | |
| | Account Fees: \$126.36 | | | |



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: 00006 102-414-0

Important Account Information

RBC Business Advisors are available 24 hours a day, 7 days a week

Our team of business advisors are available whenever you need them.

Call us at 1-800-769-2520 for:

- Business account transaction information
- Credit and debit card processing solutions
- Your nearest ATM or Night Deposit location
- Help with your personal banking needs
- And more

Please check this Account Statement without delay and advise us of any error or omission within 45 days of the statement date.

An image included on this Account Statement does not indicate that a cheque has been successfully processed as of the statement date.

Please retain this statement for your records. Additional copies will be subject to a nominal fee.

®Registered trademarks of Royal Bank of Canada.

Royal Bank of Canada GST Registration Number: R105248165.

MONTHLY RESERVE FINANCIAL REPORT

OCSCC 687

December 2017

OCSCC #687

PROFIT AND LOSS

December 2017

| | TOTAL |
|----------------------------|----------------------|
| Income | |
| Total Income | |
| GROSS PROFIT | \$0.00 |
| Expenses | |
| 6102 Building Interior R&M | 15,625.87 |
| 6103 Building Exterior R&M | 8,949.60 |
| 6150 Reserve Fund Study | 1,751.50 |
| Total Expenses | \$26,326.97 |
| PROFIT | \$ -26,326.97 |



RBC Dominion Securities Inc.
CANADIAN DOLLAR
ACCOUNT STATEMENT

DEC. 29
2017

Page 1 of 6

15862



OTTAWA CARLETON STANDARD
CONDOMINIUM CORPORATION NO 687
38 METROPOLE PRIVATE
BUILDING MANAGEMENT OFFICE
OTTAWA ON K1Z 1E9

Your Account Number: 641-44150-1-5

Date of Last Statement: NOV. 30, 2017

ADVISORY TEAM

Investment Advisor(s):

Jeffrey P White
(613) 566-3505 1-800-461-1958

Team Member(s):

Janine Fawcett (613) 566-3503
Josie Ibrahim (613) 566-3507

Branch Address:

World Exchange Plaza
45 O'Connor Street, Suite 900
Ottawa, Ontario
K1P 1A4

Branch Manager:

Paul Higgins / Peter Chisholm
(613) 566-7500

ASSET SUMMARY

| | MARKET VALUE AT DEC. 29 | PERCENTAGE OF MARKET VALUE |
|--------------------|----------------------------|-------------------------------|
| Cash | \$5.37 | 0.00 % |
| Fixed Income | \$2,430,049.01 | 98.55 % |
| Preferred Shares | \$0.00 | 0.00 % |
| Common Shares | \$0.00 | 0.00 % |
| Mutual Funds ** | \$35,662.23 | 1.45 % |
| Foreign Securities | \$0.00 | 0.00 % |
| Managed Assets | \$0.00 | 0.00 % |
| Other | \$0.00 | 0.00 % |
| Total Value | \$2,465,716.61 | 100.00 % |

INCOME SUMMARY

| | THIS MONTH | YEAR-TO-DATE |
|---------------------|-------------------|--------------------|
| Dividends | \$0.00 | \$0.00 |
| Interest | \$2,114.06 | \$15,884.34 |
| Other | \$0.00 | \$0.00 |
| Total Income | \$2,114.06 | \$15,884.34 |

CASH BALANCE

| ACCOUNT TYPE | OPENING BALANCE AT NOV. 30 | CLOSING BALANCE AT DEC. 29 |
|-----------------|-------------------------------|-------------------------------|
| Cash | \$103,768.06 | \$5.37 |

JTA2109792-0126889-15862-0004-0001-00-23

RBC Dominion Securities Inc.

CANADIAN DOLLAR ACCOUNT STATEMENT

**DEC. 29
2017**

Your Account Number: 641-44150-1-5 2 of 6

ASSET REVIEW

(Exchange rate 1USD = 1.2572 CAD as of DEC. 29, 2017)

| SECURITY SYMBOL | QUANTITY/ SEGREGATED | MKT. PRICE | BOOK COST | MARKET VALUE |
|--------------------|-------------------------|---------------|--------------|-----------------|
|--------------------|-------------------------|---------------|--------------|-----------------|

FIXED INCOME

| | | | | |
|--|--------------------|---------|------------|---------------------------|
| BANK OF NOVA SCOTIA GIC - ANNUAL COMPOUND DUE 01/15/2018 1.750% | 100,000 100,000 | 103.451 | 100,000.00 | \$103,451.90 |
| LAURENTIAN BANK GIC - ANNUAL COMPOUND DUE 02/20/2018 1.770% | 100,000 100,000 | 103.327 | 100,000.00 | \$103,327.70 |
| LAURENTIAN BANK GIC - ANNUAL COMPOUND DUE 03/15/2018 1.780% | 100,000 100,000 | 103.211 | 100,000.00 | \$103,211.80 |
| HOME BANK GIC - ANNUAL COMPOUND DUE 04/16/2018 1.860% | 101,932 101,932 | 101.253 | 101,932.00 | \$103,209.82 |
| ROYAL BANK OF CANADA GIC - ANNUAL DUE 05/30/2018 1.050% | 100,000 100,000 | 100.000 | 100,000.00 | \$100,612.74 ¹ |
| BANK OF NOVA SCOTIA GIC - ANNUAL DUE 06/16/2018 1.050% | 100,000 100,000 | 100.000 | 100,000.00 | \$100,563.84 ¹ |
| LAURENTIAN BANK GIC - ANNUAL COMPOUND DUE 07/23/2018 1.650% | 100,000 100,000 | 102.386 | 100,000.00 | \$102,386.40 |
| LAURENTIAN BANK GIC - ANNUAL COMPOUND DUE 08/15/2018 1.650% | 100,000 100,000 | 102.271 | 100,000.00 | \$102,271.70 |
| EQUITABLE BANK GIC - ANNUAL COMPOUND DUE 09/17/2018 1.650% | 100,000 100,000 | 102.129 | 100,000.00 | \$102,129.70 |
| MANULIFE TRUST CO. GIC - ANNUAL DUE 10/18/2018 1.500% | 100,000 100,000 | 100.000 | 100,000.00 | \$100,295.89 ¹ |
| ROYAL BANK OF CANADA GIC - ANNUAL DUE 11/15/2018 1.250% | 100,000 100,000 | 100.000 | 100,000.00 | \$100,150.69 ¹ |
| BANK OF NOVA SCOTIA GIC - ANNUAL DUE 12/20/2018 1.660% | 100,000 100,000 | 100.000 | 100,000.00 | \$100,040.93 ¹ |
| HOME TRUST COMPANY GIC - ANNUAL COMPOUND DUE 01/16/2019 1.660% | 100,000 100,000 | 101.578 | 100,000.00 | \$101,578.10 |
| ROYAL BANK OF CANADA GIC - ANNUAL COMPOUND DUE 02/14/2019 1.400% | 100,000 100,000 | 101.219 | 100,000.00 | \$101,219.70 |

JTA2109792-0126890-15862

- CONTINUED ON NEXT PAGE -



RBC Dominion Securities Inc.
CANADIAN DOLLAR
ACCOUNT STATEMENT

DEC. 29
2017

Your Account Number: 641-44150-1-5 3 of 6

ASSET REVIEW

(Exchange rate 1USD = 1.2572 CAD as of DEC. 29, 2017)

| SECURITY SYMBOL | QUANTITY/ SEGREGATED | MKT. PRICE | BOOK COST | MARKET VALUE |
|--|-------------------------|---------------|--------------|-----------------|
| ROYAL BANK OF CANADA GIC - ANNUAL COMPOUND DUE 03/15/2019 1.400% | 100,000 100,000 | 101.108 | 100,000.00 | \$101,108.50 |
| ROYAL BANK OF CANADA GIC - ANNUAL COMPOUND DUE 04/18/2019 1.250% | 100,000 100,000 | 100.873 | 100,000.00 | \$100,873.30 |
| NAT'L BANK OF CANADA GIC - ANNUAL COMPOUND DUE 05/21/2019 1.250% | 100,000 100,000 | 100.767 | 100,000.00 | \$100,767.10 |
| MONTREAL TRUST CDA GIC - ANNUAL COMPOUND DUE 06/16/2019 1.250% | 100,000 100,000 | 100.671 | 100,000.00 | \$100,671.20 |
| ROYAL TRUST CORP GIC - ANNUAL COMPOUND DUE 07/17/2019 1.400% | 100,000 100,000 | 100.632 | 100,000.00 | \$100,632.90 |
| MANULIFE BANK CDA GIC - ANNUAL COMPOUND DUE 08/16/2019 1.600% | 100,000 100,000 | 100.591 | 100,000.00 | \$100,591.80 |
| ROYAL BANK OF CANADA GIC - ANNUAL COMPOUND DUE 09/16/2019 1.450% | 100,000 100,000 | 100.417 | 100,000.00 | \$100,417.10 |
| NAT'L BANK OF CANADA GIC - ANNUAL COMPOUND DUE 10/17/2019 1.450% | 100,000 100,000 | 100.290 | 100,000.00 | \$100,290.00 |
| MANULIFE BANK CDA GIC - ANNUAL COMPOUND DUE 11/15/2019 1.650% | 100,000 100,000 | 100.198 | 100,000.00 | \$100,198.90 |
| BANK OF NOVA SCOTIA GIC - ANNUAL COMPOUND DUE 12/20/2019 1.920% | 100,000 100,000 | 100.047 | 100,000.00 | \$100,047.30 |
| Total Value of Fixed Income | | | 2,401,932.00 | \$2,430,049.01 |

MUTUAL FUNDS

| | | | | | |
|---|---------|------------------------|--------|------------------------|----------------------------|
| RBC INVESTMENT SAVINGS ACCOUNT SR A (2010) | RBF2010 | 3,566.223 3,566.223 | 10.000 | 35,662.23 35,662.23 | \$35,662.23 \$35,662.23 |
| Total Value of Mutual Funds ** | | | | 35,662.23 | \$35,662.23 |

Total Value of All Securities 2,437,594.23 \$2,465,711.24

JTA2109792-0126891-15862-0004-0002-00-23

ACCOUNT ACTIVITY

| DATE | ACTIVITY | DESCRIPTION | QUANTITY | PRICE /RATE | DEBIT | CREDIT |
|---------|----------|--|----------|----------------|------------|--------------|
| | | Opening Balance (NOV. 30, 2017) | | | | \$103,768.06 |
| DEC. 01 | INTEREST | RBC INVESTMENT SAVINGS ACCOUNT SR A (2010) AS OF 11/30/17 REINVEST @ \$10.00 | 16.231 | | | |
| DEC. 14 | SOLD | RBC INVESTMENT SAVINGS ACCOUNT SR A (2010) SOLICITED AS OF 12/13/17 | 9,700- | 10.00 | | 97,000.00 |
| DEC. 18 | REDEEMED | LAURENTIAN BANK GIC - ANNUAL COMPOUND DUE 12/18/2017 INT 1.910% 1.910 DUE 12/18/17 GROSS AMT INCLUDES \$1920.56 INT ACCRUED IN PREVIOUS YEARS | 100,000- | | | 101,920.56 |
| DEC. 18 | INTEREST | LAURENTIAN BANK GIC - ANNUAL COMPOUND DUE 12/18/2017 INT 1.910% MATURED | | 1.91 | | 1,946.68 |
| DEC. 20 | WIRE TFR | EFT | | | 100,000.00 | |
| DEC. 20 | BOUGHT | BANK OF NOVA SCOTIA GIC - ANNUAL DUE 12/20/2018 01.660% DEC 20 #171220-B03775 | 100,000 | 100.00 | 100,000.00 | |
| DEC. 20 | BOUGHT | BANK OF NOVA SCOTIA GIC - ANNUAL COMPOUND DUE 12/20/2019 01.920% MATURITY VALUE \$103,876.86 #171220-B03652 | 100,000 | 100.00 | 100,000.00 | |
| DEC. 21 | BOUGHT | RBC INVESTMENT SAVINGS ACCOUNT SR A (2010) SOLICITED AS OF 12/20/17 | 463.500 | 10.00 | 4,635.00 | |
| DEC. 22 | CHEQUE | CK # OA50111108 AS PER REQUEST | | | 100,000.00 | |

- CONTINUED ON NEXT PAGE -



ACCOUNT ACTIVITY

| DATE | ACTIVITY | DESCRIPTION | QUANTITY | PRICE /RATE | DEBIT | CREDIT |
|---------------------------------|----------|--|----------|----------------|------------|------------|
| DEC. 22 | WIRE TFR | AS OF 12/20/17 EFT PAYMENT RETURNED INVALID/INCORRECT A/C NUMBER | | | | 100,000.00 |
| DEC. 22 | INTEREST | INTEREST ON CREDIT BALANCE AT 0.050% 11/22 THRU 12/21 | | | | 5.07 |
| DEC. 27 | CHEQUE | AS OF 12/22/17 CHEQUE ISSUED CHQ # 50111110 | | | 100,000.00 | |
| DEC. 27 | CHEQUE | AS OF 12/22/17 CANCEL CHEQUE ISSUED CHQ # 50111108 | | | | 100,000.00 |
| Closing Balance (DEC. 29, 2017) | | | | | | \$5.37 |

JTA2109792-0126893-15862-0004-0003-00-2-3

RBC Dominion Securities Inc.

CANADIAN DOLLAR ACCOUNT STATEMENT

DEC. 29
2017

Your Account Number: 641-44150-1-5 6 of 6

Head Office Address:

RBC Dominion Securities Inc.
P.O. BOX 50
Royal Bank Plaza
Toronto, Ontario
Canada M5J 2W7
GST/HST Registration # 889767471

If you have a service request or a question about your statement or a service charge, please phone your Investment Advisor at the phone number listed on the front of this statement. Unresolved problems or complaints should be forwarded in writing to:

Telephone: (416) 363-1019
Internet: www.rbc.ds.com
QST Registration # 889767471

RBC DOMINION SECURITIES
Compliance Department
P.O. BOX 50, Royal Bank Plaza
Toronto, Ontario
M5J 2W7

- We may make recommendations and facilitate trades in securities of related issuers and connected issuers of the firm in your account. For a list of such related issuers and connected issuers, refer to the following website: www.rbc.com/issuers-disclosures or contact your Investment Advisor.
- Please be advised that if you have set-up a pre-authorized mutual fund purchase plan ("PAC Plan") to purchase one or more mutual funds, you will not receive a copy of the respective Fund Facts for subsequent purchases of the applicable Fund under the PAC. You may at any time request to receive, at no cost, the most recently filed Fund Facts by contacting your Investment Advisor or by sending a secure message through the online investing site's Message Centre or by calling or writing to us at the coordinates provided on this page. The most recently filed Fund Facts may also be found by visiting either www.sedar.com or the website of the applicable Mutual Fund Manager.
- In certain cases in relation to securities in your portfolio, the current market value for the security is not available and/or no market currently exists for the security. In such cases, we may provide no market value or provide a market value based on either the last available market value/net asset value for the security, the book cost for the security or a value determined by receivership or other legal proceedings, as applicable. Such market values may not reflect the current value of the security. Market prices and book costs shown are obtained from sources that we believe are reliable but we do not guarantee their accuracy.
- In cases where securities in your portfolio display a Market Price of 'UNPRICED', the current market value is not determinable.
- Segregated Funds are contracts of life insurance and are not securities. All insurance products are offered through RBC Wealth Management Financial Services Inc. by licensed insurance representatives, except in Quebec, where insurance products are offered by licensed Financial Security Advisors.
- Unless otherwise advised, the Book Cost means: In the case of a long security position, the total amount paid for the security, including any transaction charges related to the purchase, adjusted for reinvested distributions, returns of capital and corporate actions; or in the case of a short security position, the total amount received for the security, net of any transaction charges related to the sale, adjusted for any distributions (other than dividends), returns of capital and corporate actions. Where a book cost is not available on a security position, market value will be used to calculate the book cost.
- Fully paid securities are segregated on the records of RBC Dominion Securities Inc. and cannot be used in the normal course of our business. Any free credit balance for non-registered accounts represents funds payable on demand which, although recorded in our books, are not segregated and may be used in the conduct of our business.
- A copy of our most recent financial statements, a list of directors and senior officers and information about commissions, fees and administrative proceedings that may relate to RBC Dominion Securities or to its employees are available to you upon written request directed to our Head Office address listed above.
- Customers accounts are protected by the Canadian Investor Protection Fund within specified limits. A brochure describing the nature and limits of the coverage is available upon request.
- Please contact your local branch or the Head Office address listed above for a copy of the brochure.
- All income reported in the "Income Summary" of your account statement is for information purposes only and should not be used for tax reporting purposes. Where applicable, any income that is taxable will be reported on the appropriate tax slips.
- We act as principal on foreign currency conversions and fixed income transactions and apply discretionary currency conversion rates. The foreign currency conversion rate shown on the confirmation statement includes our spread-based revenues for performing this function. Spread means the difference between the rate we obtain and the rate you receive.
- Please note the following security description abbreviations may appear on your statement: NON VTG for non-voting shares; RES VTG for restricted voting shares; SUB VTG for subordinate voting shares; DSC for securities which may be subject to a deferred sales charge; LL, LL2, LL3 or LL4 for securities which may be subject to a low load deferred sales charge.
- RBC Dominion Securities Inc.* and Royal Bank of Canada are separate corporate entities which are affiliated. *Member-Canadian Investor Protection Fund. RBC Dominion Securities Inc. is a member company of RBC Wealth Management, a business segment of Royal Bank of Canada. ®Registered trademarks of Royal Bank of Canada. Used under licence. © 2016 Royal Bank of Canada. All rights reserved.

FOOTNOTES

- * - Indicates fully paid for securities registered in your name and held by us on your behalf.
- # - Part or all of the Book Cost on this security position has been provided by a source other than RBC Dominion Securities. As such, RBC Dominion Securities is not responsible for the completeness or accuracy of the information provided.
- ¹ - Includes accrued interest.
- ² - Part of or all of the Book Cost on this security position is unknown resulting in the use of market value. The market value applied was September 30, 2015 or later, depending on the transaction activity for this security position. Please contact your Investment Advisor to update the statement records.
- ³ - The Book Cost of this security is temporarily unavailable due to a pending corporate action event. Please contact your Investment Advisor for additional information.
- ^o - Market value of non-prospectus qualified investment funds (each a "Fund"), disclosed on this statement, is calculated by the fund manager in arrears and may not reflect the actual net asset value from the previous calendar quarter. This market value is an estimate and excludes any unrealized gain / loss on the underlying positions of the Funds for the current calendar quarter.
- [⌘] - The Book Cost of this security cannot be determined. Please contact your Investment Advisor for additional information.
- ** - Segregated Funds are included in the Total Value of Mutual Funds.
- *** - Converted U.S. dollar contributions or withdrawals are included in your plan summary.
- ⁴ - This security may be subject to a deferred sales charge at the time that it is sold.
- ⁿ - There is no active market for this security so its market value has been estimated.



RBC Dominion Securities Inc.
CANADIAN DOLLAR
ACCOUNT STATEMENT

Statement for October 1 to December 31, 2017

Page 1 of 1

PORTFOLIO REVIEW

Your Account Number:

641-44150-1-5

| INVESTMENT RETURN | Current Quarter (Oct. 1, 2017 - Dec. 31, 2017) | Year-to-Date (Jan. 1, 2017 - Dec. 31, 2017) | 5 Year (Jan. 1, 2013 - Dec. 31, 2017) |
|--------------------------------|--|---|---|
| Interest | 4,781.80 | 15,884.34 | 43,141.41 |
| Dividends | 0.00 | 0.00 | 0.00 |
| Managed Fund Distributions | 0.00 | 0.00 | 35,785.65 |
| Other Distributions | 0.00 | 0.00 | 0.00 |
| Change in Market Value | 4,624.29 | 20,594.10 | 60,432.81 |
| Total Investment Return | 9,406.09 | 36,478.44 | 139,359.87 |

| CAPITAL REVIEW | Current Quarter (Oct. 1, 2017 - Dec. 31, 2017) | Year-to-Date (Jan. 1, 2017 - Dec. 31, 2017) | 5 Year (Jan. 1, 2013 - Dec. 31, 2017) |
|-------------------------------|--|---|---|
| Beginning Portfolio Value | 2,556,310.52 | 2,429,238.17 | 865,000.00 |
| Deposits/Transfer Ins | 0.00 | 100,000.00 | 1,561,356.74 |
| Withdrawals/Transfer Outs | -100,000.00 | -100,000.00 | -100,000.00 |
| Total Investment Return | 9,406.09 | 36,478.44 | 139,359.87 |
| Ending Portfolio Value | 2,465,716.61 | 2,465,716.61 | 2,465,716.61 |

For the current quarter:

Your Beginning Portfolio Value includes accrued interest of 653.02.

Your Ending Portfolio Value includes accrued interest of 1,664.09.

This statement should not be used for income tax reporting purposes.

(over)

0063429 -11114

UNDERSTANDING YOUR PORTFOLIO REVIEW

Your Portfolio Review provides a summary of the activity within your portfolio over various time periods. The definitions of the various terms included in this statement are listed below.

INVESTMENT RETURN

This section summarizes the Total Investment Return of your portfolio, in dollar terms, over various time periods. The components of your Total Investment Return include:

Interest - Includes interest payments paid to you from investments such as bonds, debentures, guaranteed investment certificates, term deposits, and cash balances in accounts. Interest income earned on discounted securities, such as strip bonds, treasury bills, bankers acceptances and commercial paper, are not included in this category. Interest income that accrues from such discounted securities is reflected in the category listed below titled, "Change in Market Value".

Dividends - Includes dividends paid to you from common and preferred shares.

Managed Fund Distributions - Includes distributions paid to you from investments such as mutual funds, pooled funds and segregated funds of life insurance companies.

Other Distributions - Includes distributions paid to you from any other investment not covered in the previous categories such as Real Estate Investment Trusts, Royalty Trusts and Income Trusts.

Change In Market Value - Includes the change in market value of all the securities, including cash balances, within your portfolio between the end of the previous period and the end of the current period.

Total Investment Return - The Total Investment Return on your portfolio. This value is calculated after all management fees and commissions.

CAPITAL REVIEW

This section summarizes the change in value of your portfolio over various time periods. The components that contribute to your change in portfolio value include:

Beginning Portfolio Value - Market value of your portfolio, including accrued interest, at the end of the previous period. The value of accrued dividends are not included in this value.

Deposits/Transfer Ins - The value of all cash and/or securities deposited to your portfolio, including currency transfers and cash and/or securities transferred in from other RBCDS accounts.

Withdrawals/Transfer Outs - The value of all cash and/or securities withdrawn from your portfolio, including currency transfers and cash and/or securities transferred out to other RBCDS accounts.

Withholding Tax - Various sources of income earned in portfolios may be subject to withholding taxes. These include withdrawals from registered accounts such as Registered Retirement Savings Plans (RRSPs) and Registered Retirement Income Funds (RRIFs) and income received from foreign investments.

Total Investment Return - The Total Investment Return on your portfolio. This value is calculated after all management fees and commissions. This value is calculated in the "Investment Return" section of this Portfolio Review.

Ending Portfolio Value - Market value of your portfolio, including accrued interest, at the end of the current period. The value of accrued dividends are not included in this value.

Definition of Time Periods:

| | |
|-------------------------|--|
| Current Quarter: | Refers to the 3-month period ending as of the indicated reporting date. |
| Year-to-Date: | Refers to the period between January 1st of the current year and the indicated reporting date. |
| 5 Year: | Refers to the 60-month period ending as of the indicated reporting date. |
| Since: | Refers to the period between the date on which your account was funded and the indicated reporting date. |

Should you have any questions, regarding this statement, please contact your Investment Advisor.

1020 Reserve Account, Period Ending 29-12-2017

RECONCILIATION REPORT

Reconciled on: 02-01-2018

Reconciled by: Erin Horwitz

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

Summary

CAD

| | |
|---|-------------------|
| Statement beginning balance..... | 177,874.08 |
| Cheques and payments cleared (7)..... | -136,572.16 |
| Deposits and other credits cleared (1)..... | 100,000.00 |
| Statement ending balance..... | <u>141,301.92</u> |
| Register balance as of 29-12-2017..... | 141,301.92 |

Details

Cheques and payments cleared (7)

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (CAD) |
|------------|---------|---------|-------|--------------|
| 05-12-2017 | Expense | | | -20,160.01 |
| 06-12-2017 | Expense | | | -1,830.60 |
| 06-12-2017 | Expense | | | -1.80 |
| 06-12-2017 | Expense | | | -2,762.85 |
| 08-12-2017 | Expense | | | -1,751.50 |
| 12-12-2017 | Expense | | | -16,521.96 |
| 20-12-2017 | Expense | | | -93,543.44 |
| Total | | | | -136,572.16 |

Deposits and other credits cleared (1)

| DATE | TYPE | REF NO. | PAYEE | AMOUNT (CAD) |
|------------|---------|---------|-------|--------------|
| 22-12-2017 | Deposit | | | 100,000.00 |
| Total | | | | 100,000.00 |



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

Business Account Statement

RBDDA30000_6118392 E D 00006 00266

OTTAWA-CARLETON STANDARD CONDOMINIUM CORPORATION

RESERVE

C/O CAPITAL CONCIERGE

904 LADY ELLEN PLACE

OTTAWA ON K1Z 5L5

November 30, 2017 to December 29, 2017

Account number: 00006 102-556-8

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

90 SPARKS ST, OTTAWA, ON K1P 5T6

| | |
|---|-----------------------|
| Opening balance on November 30, 2017 | \$177,874.08 |
| Total deposits & credits (1) | + 100,000.00 |
| Total cheques & debits (7) | - 136,572.16 |
| Closing balance on December 29, 2017 | = \$141,301.92 |

Have your business needs changed? We can help.

Let us help identify opportunities to take your business to the next level, whether it's making your cash flow cycle more efficient or helping to set the stage for future growth. Your account manager would be pleased to help, or call an RBC Business Advisor at 1-800-769-2520.

Account Activity Details

| Date | Description | Cheques & Debits (\$) | Deposits & Credits (\$) | Balance (\$) |
|--------|---------------------------------|-----------------------|-------------------------|-------------------|
| | Opening balance | | | 177,874.08 |
| 05 Dec | Account transfer ACTR4733900585 | 20,160.01 | | 157,714.07 |
| 06 Dec | Account transfer ACTR4734001442 | 1,830.60 | | |
| | Account transfer ACTR4734001406 | 2,762.85 | | |
| | Activity fee | 1.80 | | 153,118.82 |
| 08 Dec | Account transfer ACTR4734200944 | 1,751.50 | | 151,367.32 |
| 12 Dec | Account transfer ACTR4734601538 | 16,521.96 | | 134,845.36 |
| 20 Dec | Account transfer ACTR4735402431 | 93,543.44 | | 41,301.92 |
| 22 Dec | Deposit | | 100,000.00 | 141,301.92 |
| | Closing balance | | | 141,301.92 |

Account Fees: \$1.80



Business Account Statement

November 30, 2017 to December 29, 2017

Account number: 00006 102-556-8

Important Account Information

RBC Business Advisors are available 24 hours a day, 7 days a week

Our team of business advisors are available whenever you need them.

Call us at 1-800-769-2520 for:

- Business account transaction information
- Credit and debit card processing solutions
- Your nearest ATM or Night Deposit location
- Help with your personal banking needs
- And more

Please check this Account Statement without delay and advise us of any error or omission within 45 days of the statement date.

An image included on this Account Statement does not indicate that a cheque has been successfully processed as of the statement date.

Please retain this statement for your records. Additional copies will be subject to a nominal fee.

®Registered trademarks of Royal Bank of Canada.

Royal Bank of Canada GST Registration Number: R105248165.