



Stamper and Company

Property Management - Real Estate - Management Consultants

Sample

Monthly Financial Report

December 2002

Twelfth Month
Month of Fiscal Year
Ending 12/31/2002

Balance Sheet
October 31, 2008

ASSETS

Current Assets		
CASH IN BANK	\$	6,864.03
CASH IN BANK (SAVINGS)		21,790.78
PREPAID INSURANCE		469.39
		<hr/>
Total Current Assets		29,124.20
		<hr/>
Total Assets	\$	<u>29,124.20</u>

LIABILITIES AND CAPITAL

Current Liabilities		
ACCOUNTS PAYABLE	\$	17.88
PREPAID ASSESSMENTS		6,500.00
		<hr/>
Total Current Liabilities		6,517.88
		<hr/>
Total Liabilities		6,517.88
		<hr/>
Capital		
RETAINED EARNINGS		2,697.66
PAINTING / WOOD RESERVE		8,000.00
REPLACEMENT RESERVE		11,068.78
ROADWAY RESERVE		2,722.00
Net Income		(1,882.12)
		<hr/>
Total Capital		22,606.32
		<hr/>
Total Liabilities & Capital	\$	<u>29,124.20</u>

Income Statement
Compared with Budget
For the Five Months Ending October 31, 2008

	Current Month Actual	Current Month Budget	Current Month Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance
Revenues						
ASSESSMENTS	\$ 3,000.00	\$ 3,000.00	0.00	\$ 15,000.00	\$ 15,000.00	0.00
INTEREST INCOME	0.00	0.00	0.00	75.07	0.00	75.07
SPECIAL ASSESSMENTS	0.00	0.00	0.00	6,000.00	6,000.00	0.00
Total Revenues	3,000.00	3,000.00	0.00	21,075.07	21,000.00	75.07
Expenses						
MANAGEMENT FEES	200.00	200.00	0.00	1,000.00	1,000.00	0.00
LEGAL EXPENSE	0.00	16.67	(16.67)	0.00	83.35	(83.35)
ACCOUNTING EXPENSE	0.00	58.33	(58.33)	650.00	291.65	358.35
ADMINISTRATIVE EXP	17.88	41.67	(23.79)	160.22	208.35	(48.13)
ELECTRIC - COMMON	34.68	29.17	5.51	92.40	145.85	(53.45)
WATER AND SEWER	0.00	191.67	(191.67)	634.15	958.31	(324.16)
GENERAL REPAIR/MAINT	0.00	458.33	(458.33)	2,659.35	2,291.65	367.70
SNOW REMOVAL/SALT	0.00	583.33	(583.33)	0.00	2,916.65	(2,916.65)
CHRISTMAS DECORATION	0.00	170.83	(170.83)	0.00	854.15	(854.15)
SHRUB & TREE EXPENSE	0.00	250.00	(250.00)	450.00	1,250.00	(800.00)
FERTILIZATION	0.00	83.33	(83.33)	429.00	416.69	12.31
LAWN MAINTENANCE	0.00	333.33	(333.33)	3,683.50	1,666.65	2,016.85
SPRINKLER SYSTEM	114.00	125.00	(11.00)	212.95	625.00	(412.05)
PROPERTY & LIAB.INSURANCE	0.00	458.33	(458.33)	5,910.55	2,291.65	3,618.90
REPLACEMENT RESERVE	0.00	0.00	0.00	7,075.07	0.00	7,075.07
CONTINGENCY RESERVE	0.00	1,000.00	(1,000.00)	0.00	5,000.00	(5,000.00)
Total Expenses	366.56	3,999.99	(3,633.43)	22,957.19	19,999.95	2,957.24
Net Income	\$ 2,633.44	\$ (999.99)	\$ 3,633.43	\$ (1,882.12)	\$ 1,000.05	(2,882.17)

For Management Purposes Only

SAMPLER
CHECK REGISTER
OCTOBER 31, 2008

VENDOR	CHECK NUMBER	CHECK DATE	G/L NUMBER	DIST. AMOUNT	TOTAL DUE
STAMPER AND COMPANY	3004	10/01	632000		\$ 456.00
FRANKENMUTH MUTUAL	3005	10/08	672000		\$ 1,032.22
CONTOUR LANDSCAPING	3006	10/08	662600		\$ 750.00
POSTMASTER	3007	10/15	639000		\$ 80.00
STAMPER AND COMPANY	3008	10/15	211000		\$ 446.50
TREASURER, CITY OF STERLING HEIGHTS	3009	10/22	211000		\$ 354.83
JB CONSTRUCTION	3010	10/22	654000		\$ 480.00
MC BEE SYSTEMS, INC.	3011	10/30	639000		\$ 169.81
	TOTAL OF CHECKS WRITTEN				<u>\$ 3,313.36</u>

DELINQUENCY LIST

CUSTOMER NUMBER	CUSTOMER NAME	CUSTOMER ADDRESS 1	CUSTOMER ADDRESS 3	CURRENT BALANCE	COMMENTS
UNIT 00-006	CO-OWNER	UNIT ADDRESS	SHELBY TOWNSHIP, MI	\$ 31.50	
UNIT 00-010	CO-OWNER	UNIT ADDRESS	SHELBY TOWNSHIP, MI	\$ 54.75	
UNIT 00-024	CO-OWNER	UNIT ADDRESS	FENTON, MI	\$ 453.00	
UNIT 00-033	CO-OWNER	UNIT ADDRESS	ROMEO, MI	\$ 145.94	
FINE 00-090	CO-OWNER	UNIT ADDRESS	SHELBY TOWNSHIP, MI	\$ 50.00	
UNIT 00-116	CO-OWNER	UNIT ADDRESS	SHELBY TOWNSHIP, MI	\$ 51.00	
			TOTAL DELINQUENCY	<u>\$ 786.19</u>	

SAMPLE
42822 GARFIELD STE 105
CLINTON TOWNSHIP, MI 48038
(586)228-1060

STATEMENT

STATEMENT DATE: 11/18/08

CO-OWNER
UNIT ADDRESS
CITY, MI

DURING AN ACCOUNTS RECEIVABLE REVIEW, THIS ACCOUNT WAS FOUND TO BE IN ARREARS. THIS STATEMENT LISTS BOTH THE AMOUNT DUE AND THE MONTH AND YEAR IN WHICH PAYMENT WAS NOT RECEIVED. IF YOU HAVE MADE ANY PAYMENTS AFTER THIS STATEMENT DATE, PLEASE SUBTRACT THAT AMOUNT FROM THE TOTAL DUE. **THANK YOU FOR YOUR TIME AND CONSIDERATION.**

MONTH/YEAR	ASSESSMENTS REPAIRS/FINES	LATE FEES	LEGAL	PAYMENT	BALANCE
OCT 2008	183.00	25.00	0.00	0.00	208.00
NOV 2008	183.00	25.00	0.00	0.00	416.00
				BALANCE DUE	416.00

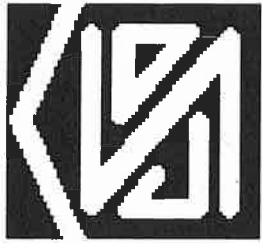
KEEP THIS PORTION FOR YOUR RECORDS

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT

UNIT 00-009
CO-OWNER

AMOUNT DUE

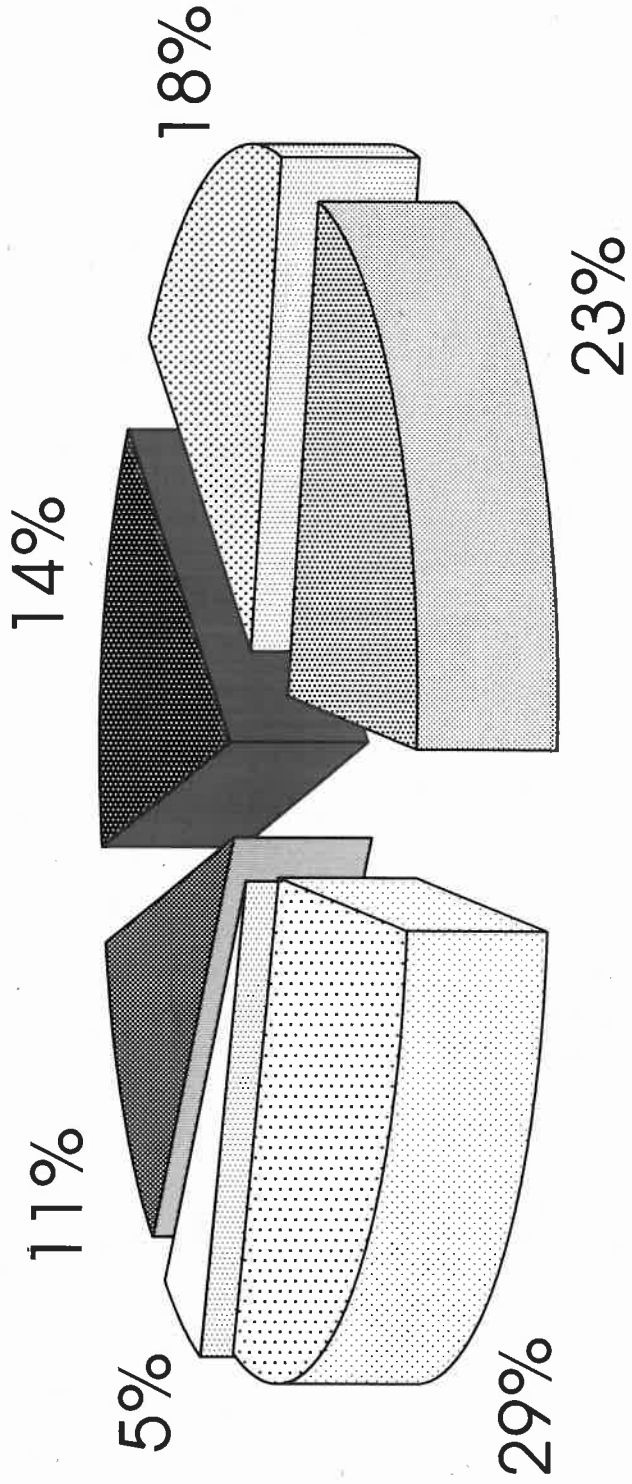
416.00



Stamer and Company

XYZ Condominium

Expense Analysis





Stampers and Company

XYZ Condominium

Expense Analysis

