

# ESTATE MANAGEMENT SERVICE CHARGE

For Financial Year 1<sup>st</sup> August 2008 to 31<sup>st</sup> July 2009

## Byron Mews Residents (Hampstead) Ltd

Estate Management Company for 1-61 Byron Mews, Hampstead

<b>ESTIMATED GENERAL EXPENDITURE</b>	<b>£ p.a.</b>	
Maintenance of Hard & Soft Landscaped Areas	2,700	
Insurance	1,050	
Electricity	550	
General Repairs	675	
Annual Drain Maintenance	1,000	
Gate Maintenance	2,500	
Telguard Maintenance	500	
Telguard Telephone	500	
Water supply	43	
Company Administration	100	
Management Fee	5,920	
Audit/Accountancy & Professional Fees	500	
Bin Hire & Rubbish	320	
Sundries	320	
<b>Sub Total</b>		<b>£16,678</b>
<b>Sinking Fund for future expenditure</b>		
Major works	1,000	
Road	500	
		<b>£1,500</b>
Total Estimated Service charge for year 1-8-08 to 31-7-09		<b>£18,178</b>
Being £18,178/61		<b>£298 per property p.a.</b>

### **TERMS FOR PAYMENT:**

- One payment due immediately by cheque
- Two half-yearly payments by cheque or standing order. First due immediately, second payment due 1<sup>st</sup> February 2009 (We are happy to accept post-dated cheques)

**PLEASE MAKE CHEQUES PAYABLE TO "BYRON MEWS RESIDENTS (HAMPSTEAD) LTD"**