

Monthly Reconciliation Report

December 2021

Owners Corporation for Plan No. XXXXXX

ABN/ACN XXXXXXXXX

1 SAMPLE AVENUE, SAMPLEVILLE NSW 2000 XX
 mail@xxxxxxx.com.au

Payments (expense) - Presented

| Date | Supplier Name | Payment Reference | Invoice # | Amount |
|---------------|--------------------|---------------------------------------|-------------------|-------------------|
| 03/12/2021 | XXXXXXXXXXXXXXXXXX | 116900044155 SYDNEY WATER | | -1,011.98 |
| 06/12/2021 | XXXXXXXXXXXXXXXXXX | Lift Service Nov 2021 | 1360684 | -1,279.88 |
| 06/12/2021 | XXXXXXXXXXXXXXXXXX | ACC 2000 06615 8068 201021-191121 | 1690549336 | -55.00 |
| 06/12/2021 | XXXXXXXXXXXXXXXXXX | Empty hygiene bins | 97226357 | -231.00 |
| 07/12/2021 | XXXXXXXXXXXXXXXXXX | Fire safety essential services | ES0756 | -185.00 |
| 07/12/2021 | XXXXXXXXXXXXXXXXXX | Bin service Nov 2021 | 501498 | -44.00 |
| 10/12/2021 | XXXXXXXXXXXXXXXXXX | Cleaning Services-Nov 2017 - Jun 2021 | REJECTED 00062720 | -22,841.46 |
| 12/12/2021 | XXXXXXXXXXXXXXXXXX | Cleaning 01/11/21 to 04/12/21 | 981 | -4,444.00 |
| 15/12/2021 | XXXXXXXXXXXXXXXXXX | Management Fees | MF@747014 | -2,893.57 |
| 15/12/2021 | XXXXXXXXXXXXXXXXXX | Disbursements & Services | MF@747013 | -185.49 |
| 16/12/2021 | XXXXXXXXXXXXXXXXXX | Cleaning underpayment 1/4 | 000627201 | -5,000.00 |
| 20/12/2021 | XXXXXXXXXXXXXXXXXX | EGM 21/12/21 Suite 8 renovations | 63133-42387 | -393.59 |
| Total: | | | | -38,564.97 |

Receipts (income) - Presented

| Date | Receipt # | Lot | From | Amount |
|---------------|-----------|-----|---------|------------------|
| 01/12/2021 | 65 | 8 | XXXXXXX | 3,432.00 |
| 01/12/2021 | 66 | 7 | XXXXXXX | 3,914.63 |
| 03/12/2021 | 67 | 18 | XXXXXXX | 2,452.09 |
| 06/12/2021 | 68 | 10 | XXXXXXX | 5,845.13 |
| 14/12/2021 | 69 | 20 | XXXXXXX | 911.63 |
| 17/12/2021 | 0 | | XXXXXXX | 22,841.46 |
| 17/12/2021 | 70 | 3 | XXXXXXX | 3,545.47 |
| 23/12/2021 | 71 | 1 | XXXXXXX | 1,575.76 |
| 23/12/2021 | 72 | 2 | XXXXXXX | 2,836.37 |
| Total: | | | | 47,354.54 |

Ledger Summary

Presented ledger balance as at end of period: **82,174.28**

Monthly Reconciliation Report (continued)

December 2021

Owners Corporation for Plan No. XXXXX

ABN/ACN XXXXXXXXX

1 SAMPLE AVENUE, SAMPLEVILLE NSW 2000 XX
 mail@xxxxxxxx.com.au

Bank Statement

Bank: Macquarie Bank Limited Name: XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX BSB: XXX-XXX Account #: XXXX-XXXXXX

| Date | Reference | Debit | Credit | Balance |
|---------------|--------------|-------------------|------------------|------------------|
| 01/12/2021 | XXXXXXXXXXXX | | | 103,171.76 CR |
| 01/12/2021 | XXXXXXXXXXXX | -349.25 | | 102,822.51 CR |
| 01/12/2021 | XXXXXXXXXXXX | | 3914.63 | 106,737.14 CR |
| 01/12/2021 | XXXXXXXXXXXX | | 3432.00 | 110,169.14 CR |
| 03/12/2021 | XXXXXXXXXXXX | | 2452.09 | 112,621.23 CR |
| 03/12/2021 | XXXXXXXXXXXX | -1011.98 | | 111,609.25 CR |
| 06/12/2021 | XXXXXXXXXXXX | | 5845.13 | 117,454.38 CR |
| 06/12/2021 | XXXXXXXXXXXX | -547.80 | | 116,906.58 CR |
| 08/12/2021 | XXXXXXXXXXXX | -783.85 | | 116,122.73 CR |
| 08/12/2021 | XXXXXXXXXXXX | -2943.03 | | 113,179.70 CR |
| 13/12/2021 | XXXXXXXXXXXX | -4444.00 | | 108,735.70 CR |
| 14/12/2021 | XXXXXXXXXXXX | | 911.63 | 109,647.33 CR |
| 15/12/2021 | XXXXXXXXXXXX | -231.00 | | 109,416.33 CR |
| 15/12/2021 | XXXXXXXXXXXX | -55.00 | | 109,361.33 CR |
| 16/12/2021 | XXXXXXXXXXXX | -25163.12 | | 84,198.21 CR |
| 16/12/2021 | XXXXXXXXXXXX | -5000.00 | | 79,198.21 CR |
| 16/12/2021 | XXXXXXXXXXXX | -2893.57 | | 76,304.64 CR |
| 16/12/2021 | XXXXXXXXXXXX | -1279.88 | | 75,024.76 CR |
| 16/12/2021 | XXXXXXXXXXXX | -185.49 | | 74,839.27 CR |
| 16/12/2021 | XXXXXXXXXXXX | -44.00 | | 74,795.27 CR |
| 17/12/2021 | XXXXXXXXXXXX | | 3545.47 | 78,340.74 CR |
| 17/12/2021 | XXXXXXXXXXXX | -185.00 | | 78,155.74 CR |
| 20/12/2021 | XXXXXXXXXXXX | -393.59 | | 77,762.15 CR |
| 23/12/2021 | XXXXXXXXXXXX | | 1575.76 | 79,337.91 CR |
| 23/12/2021 | XXXXXXXXXXXX | | 2836.37 | 82,174.28 CR |
| Total: | | -45,510.56 | 24,513.08 | 82,174.28 |

Bank Summary

Presented bank balance at end of period: 82,174.28

Summary

Presented Ledger balance at end of period: 82,174.28

Bank balance at end of period: 82,174.28

Variance at end of period: 0.00