



大廈名稱  
NAME OF BUILDING

翠麗花園  
TSUI LAI GARDEN

收支帳項  
MONTH: 09/2019

INCOME & EXPENDITURE ACCOUNT

	<u>Note</u>	<b>HK\$</b>
<b><u>INCOME</u></b>		
Management Fees		1,426,835.00
Sundry Income		151,345.27
<b><u>TOTAL INCOME</u></b>		<u>1,578,180.27</u>
<b><u>EXPENDITURE</u></b>		
Staff Costs		680,651.51
Cleaning Charges		249,000.00
Contract Maintenance		118,632.00
Repairs		223,206.00
Depreciation		657.90
Electricity		233,002.00
Insurance		20,248.00
Gardening & Decoration		24,230.00
Sundry Expenses		88,442.23
Manager's Remuneration		53,000.00
<b><u>TOTAL EXPENDITURE</u></b>		<u>1,691,069.64</u>
Operating Surplus / (Deficit) before Fund Transfer		(112,889.37)
Fund Transfer		(140,300.00)
Surplus / (Deficit) B/F		(411,947.63)
<b><u>TOTAL SURPLUS / (DEFICIT)</u></b>		<u>(665,137.00)</u>
<b>收入</b>		
管理費		1,426,835.00
其他	(1)	151,345.27
<b>總收入</b>		<u>1,578,180.27</u>
<b>支出</b>		
員工開支	(2)	680,651.51
清潔費	(3)	249,000.00
合約保養	(4)	118,632.00
修理費	(5)	223,206.00
折舊	(6)	657.90
電費		233,002.00
保險費		20,248.00
園藝及裝飾		24,230.00
雜項	(7)	88,442.23
經理人酬金		53,000.00
<b>總支出</b>		<u>1,691,069.64</u>
基金轉調前盈餘 / (赤字)		(112,889.37)
基金轉調		(140,300.00)
盈餘 / (赤字)滾存		(411,947.63)
<b>盈餘 / (赤字)總額</b>		<u>(665,137.00)</u>



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資產負債表  
BALANCE SHEET

截至 2019年09月30日  
AS AT 30/09/2019

		Note	HK\$
<b><u>FIXED ASSETS</u></b>	<b>固定資產</b>		<u>16,728.10</u>
<b><u>CURRENT ASSETS</u></b>	<b>流動資產</b>		
Cash at Bank & on Hand	銀行存款及現金	(8)	28,468,703.02
Account Receivable	應收款項	(9)	813,934.10
Utility Deposits	水電按金		539,100.00
Prepayments	預付費用		54,561.00
Current Account with Manager	經理人來往帳		83,381.99
			<u>29,959,680.11</u>
<b><u>CURRENT LIABILITIES</u></b>	<b>流動負債</b>		
Receipt in Advance	預收款項		62,315.00
Accounts Payable & Accruals	應付款項	(10)	2,672,172.71
			<u>2,734,487.71</u>
<b><u>NET ASSETS / (LIABILITIES)</u></b>	<b>資產/(負債)淨值</b>		<u><u>27,241,920.50</u></u>
<b><u>REPRESENTED BY</u></b>	<b>代表</b>		
Operating Surplus /(Deficit)	盈餘/(赤字)		(665,137.00)
Various Deposits Received	各類按金		2,452,247.00
Contingency Fund	應變基金	(11)	12,979,319.50
Estate Activities Recreational Fund	屋苑康樂活動基金	(12)	19,807.00
Special Fund for Tsui Lai Garden	翠麗特別基金	(13)	12,455,684.00
			<u><u>27,241,920.50</u></u>



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INCOME & EXPENDITURE ACCOUNT

		共用	住宅	商場	車場	幼稚園	合共
		COMMON	RESIDENTIAL	COMMERCIAL	CARPARK	KINDERGARTEN	TOTAL
		HKS	HKS	HKS	HKS	HKS	HKS
<b>INCOME</b>	<b>收入</b>						
Management Fees	管理費	0.00	1,232,845.00	130,206.00	59,965.00	3,819.00	1,426,835.00
Sundry Income	其他	18,695.27	132,650.00	0.00	0.00	0.00	151,345.27
<b>TOTAL INCOME</b>	<b>總收入</b>	18,695.27	1,365,495.00	130,206.00	59,965.00	3,819.00	1,578,180.27
<b>EXPENDITURE</b>	<b>支出</b>						
Staff Costs	員工開支	416,697.54	224,138.38	0.00	39,815.59	0.00	680,651.51
Cleaning Charges	清潔費	71,072.20	172,966.70	3,589.60	1,371.50	0.00	249,000.00
Contract Maintenance	合約保養	2,900.00	111,174.80	4,557.20	0.00	0.00	118,632.00
Repairs	修理費	135,231.56	59,541.36	26,910.00	1,523.08	0.00	223,206.00
Depreciation	折舊	657.90	0.00	0.00	0.00	0.00	657.90
Electricity	電費	12,085.00	161,092.00	56,925.00	2,900.00	0.00	233,002.00
Insurance	保險費	19,267.20	858.20	0.00	122.60	0.00	20,248.00
Gardening & Decoration	園藝及裝飾	23,500.00	730.00	0.00	0.00	0.00	24,230.00
Sundry Expenses	雜項	23,410.43	59,444.15	5,028.08	260.00	299.57	88,442.23
Manager's Remuneration	經理人酬金	0.00	45,877.00	5,316.00	1,526.00	281.00	53,000.00
<b>TOTAL EXPENDITURE</b>	<b>總支出</b>	704,821.83	835,822.59	102,325.88	47,518.77	580.57	1,691,069.64
Operating Surplus / (Deficit) before Fund Transfer	基金轉調前盈餘 / (赤字)	(686,126.56)	529,672.41	27,880.12	12,446.23	3,238.43	(112,889.37)
Fund Transfer	基金轉調	(10,000.00)	(130,300.00)	0.00	0.00	0.00	(140,300.00)
Operating Surplus / (Deficit)	本期盈餘 / (赤字)	(696,126.56)	399,372.41	27,880.12	12,446.23	3,238.43	(253,189.37)
Allocation For Common Deficit	分攤共用收支虧損						
Residential 住宅	SHARES	86.56%	602,567.16	(602,567.16)	0.00	0.00	0.00
Commercial 商場	SHARES	10.03%	69,821.49	0.00	(69,821.49)	0.00	0.00
Carpark 車場	SHARES	2.88%	20,048.44	0.00	0.00	(20,048.44)	0.00
Kindergarten 幼稚園	SHARES	0.53%	3,689.47	0.00	0.00	0.00	(3,689.47)
	SHARES	100.00%					
Operating Surplus / (Deficit)	本期盈餘 / (赤字)	0.00	(203,194.75)	(41,941.37)	(7,602.21)	(451.04)	(253,189.37)
Surplus / (Deficit) B/F	盈餘 / (赤字) 滾存	0.00	(910,468.12)	483,112.28	(13,503.55)	28,911.76	(411,947.63)
<b>TOTAL SURPLUS / (DEFICIT)</b>	<b>盈餘 / (赤字) 總額</b>	0.00	(1,113,662.87)	441,170.91	(21,105.76)	28,460.72	(665,137.00)



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INCOME & EXPENDITURE ACCOUNT

		共用 COMMON HK\$	住宅 RESIDENTIAL HK\$
<b><u>INCOME</u></b>	<b>收入</b>		
Management Fees	管理費	0.00	1,232,845.00
Sundry Income	其他	18,695.27	132,650.00
<b>TOTAL INCOME</b>	<b>總收入</b>	<b>18,695.27</b>	<b>1,365,495.00</b>
<b><u>EXPENDITURE</u></b>	<b>支出</b>		
Staff Costs	員工開支	416,697.54	224,138.38
Cleaning Charges	清潔費	71,072.20	172,966.70
Contract Maintenance	合約保養	2,900.00	111,174.80
Repairs	修理費	135,231.56	59,541.36
Depreciation	折舊	657.90	0.00
Electricity	電費	12,085.00	161,092.00
Insurance	保險費	19,267.20	858.20
Gardening & Decoration	園藝及裝飾	23,500.00	730.00
Sundry Expenses	雜項	23,410.43	59,444.15
Manager's Remuneration	經理人酬金	0.00	45,877.00
<b>TOTAL EXPENDITURE</b>	<b>總支出</b>	<b>704,821.83</b>	<b>835,822.59</b>
Operating Surplus / (Deficit) before Fund Transfer	基金轉調前盈餘 / (赤字)	(686,126.56)	529,672.41
Fund Transfer	基金轉調	(10,000.00)	(130,300.00)
Operating Surplus / (Deficit)	本期盈餘 / (赤字)	<u>(696,126.56)</u>	399,372.41
Allocation For Common Deficit	分攤共用收支虧損		
Residential 住宅	SHARES	86.56%	<u>(602,567.16)</u>
Operating Surplus / (Deficit)	本期盈餘 / (赤字)		(203,194.75)
Surplus / (Deficit) B/F	盈餘 / (赤字)滾存		<u>(910,468.12)</u>
<b>TOTAL SURPLUS / (DEFICIT)</b>	<b>盈餘 / (赤字)總額</b>		<b><u>(1,113,662.87)</u></b>



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翠麗花園  
TSUI LAI GARDEN

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MONTH: 09/2019

INCOME & EXPENDITURE ACCOUNT

		共用 COMMON HK\$	商場 COMMERCIAL HK\$
<b><u>INCOME</u></b>	<b>收入</b>		
Management Fees	管理費	0.00	130,206.00
Sundry Income	其他	18,695.27	0.00
<b>TOTAL INCOME</b>	<b>總收入</b>	<b>18,695.27</b>	<b>130,206.00</b>
<b><u>EXPENDITURE</u></b>	<b>支出</b>		
Staff Costs	員工開支	416,697.54	0.00
Cleaning Charges	清潔費	71,072.20	3,589.60
Contract Maintenance	合約保養	2,900.00	4,557.20
Repairs	修理費	135,231.56	26,910.00
Depreciation	折舊	657.90	0.00
Electricity	電費	12,085.00	56,925.00
Insurance	保險費	19,267.20	0.00
Gardening & Decoration	園藝及裝飾	23,500.00	0.00
Sundry Expenses	雜項	23,410.43	5,028.08
Manager's Remuneration	經理人酬金	0.00	5,316.00
<b>TOTAL EXPENDITURE</b>	<b>總支出</b>	<b>704,821.83</b>	<b>102,325.88</b>
Operating Surplus / (Deficit) before Fund Transfer	基金轉調前盈餘 / (赤字)	(686,126.56)	27,880.12
Fund Transfer	基金轉調	(10,000.00)	0.00
Operating Surplus / (Deficit)	本期盈餘 / (赤字)	<b>(696,126.56)</b>	<b>27,880.12</b>
Allocation For Common Deficit	分攤共用收支虧損		
Commercial 商場	SHARES	10.03%	(69,821.49)
Operating Surplus / (Deficit)	本期盈餘 / (赤字)		(41,941.37)
Surplus / (Deficit) B/F	盈餘 / (赤字) 滾存		483,112.28
<b>TOTAL SURPLUS / (DEFICIT)</b>	<b>盈餘 / (赤字) 總額</b>		<b>441,170.91</b>



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INCOME & EXPENDITURE ACCOUNT

		共用 <u>COMMON</u> HK\$	車場 <u>CARPARK</u> HK\$
<u>INCOME</u>	<u>收入</u>		
Management Fees	管理費	0.00	59,965.00
Sundry Income	其他	18,695.27	0.00
<b>TOTAL INCOME</b>	<b>總收入</b>	<b>18,695.27</b>	<b>59,965.00</b>
<u>EXPENDITURE</u>	<u>支出</u>		
Staff Costs	員工開支	416,697.54	39,815.59
Cleaning Charges	清潔費	71,072.20	1,371.50
Contract Maintenance	合約保養	2,900.00	0.00
Repairs	修理費	135,231.56	1,523.08
Depreciation	折舊	657.90	0.00
Electricity	電費	12,085.00	2,900.00
Insurance	保險費	19,267.20	122.60
Gardening & Decoration	園藝及裝飾	23,500.00	0.00
Sundry Expenses	雜項	23,410.43	260.00
Manager's Remuneration	經理人酬金	0.00	1,526.00
<b>TOTAL EXPENDITURE</b>	<b>總支出</b>	<b>704,821.83</b>	<b>47,518.77</b>
Operating Surplus / (Deficit) before Fund Transfer	基金轉調前盈餘 / (赤字)	(686,126.56)	12,446.23
Fund Transfer	基金轉調	(10,000.00)	0.00
Operating Surplus / (Deficit)	本期盈餘 / (赤字)	<b>(696,126.56)</b>	<b>12,446.23</b>
Allocation For Common Deficit	分攤共用收支虧損		
Carpark 車場	SHARES	2.88%	(20,048.44)
Operating Surplus / (Deficit)	本期盈餘 / (赤字)		(7,602.21)
Surplus / (Deficit) B/F	盈餘 / (赤字)滾存		(13,503.55)
<b>TOTAL SURPLUS / (DEFICIT)</b>	<b>盈餘 / (赤字)總額</b>		<b>(21,105.76)</b>



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INCOME & EXPENDITURE ACCOUNT

		共用 COMMON HK\$	幼稚園 KINDERGARTEN HK\$
<b><u>INCOME</u></b>	<b>收入</b>		
Management Fees	管理費	0.00	3,819.00
Sundry Income	其他	18,695.27	0.00
<b>TOTAL INCOME</b>	<b>總收入</b>	<u>18,695.27</u>	<u>3,819.00</u>
<b><u>EXPENDITURE</u></b>	<b>支出</b>		
Staff Costs	員工開支	416,697.54	0.00
Cleaning Charges	清潔費	71,072.20	0.00
Contract Maintenance	合約保養	2,900.00	0.00
Repairs	修理費	135,231.56	0.00
Depreciation	折舊	657.90	0.00
Electricity	電費	12,085.00	0.00
Insurance	保險費	19,267.20	0.00
Gardening & Decoration	園藝及裝飾	23,500.00	0.00
Sundry Expenses	雜項	23,410.43	299.57
Manager's Remuneration	經理人酬金	0.00	281.00
<b>TOTAL EXPENDITURE</b>	<b>總支出</b>	<u>704,821.83</u>	<u>580.57</u>
Operating Surplus / (Deficit) before Fund Transfer	基金轉調前盈餘 / (赤字)	(686,126.56)	3,238.43
Fund Transfer	基金轉調	(10,000.00)	0.00
Operating Surplus / (Deficit)	本期盈餘 / (赤字)	<u>(696,126.56)</u>	<u>3,238.43</u>
Allocation For Common Deficit	分攤共用收支虧損		
Kindergarten 幼稚園	SHARES	0.53%	<u>(3,689.47)</u>
Operating Surplus / (Deficit)	本期盈餘 / (赤字)		(451.04)
Surplus / (Deficit) B/F	盈餘 / (赤字)滾存		<u>28,911.76</u>
<b>TOTAL SURPLUS / (DEFICIT)</b>	<b>盈餘 / (赤字)總額</b>		<u><u>28,460.72</u></u>



## 翠麗花園

(1) 二零一九年九月份其他收入	港幣
牌照費	130,300.00
利息	12,998.27
其他	8,047.00
	<u>151,345.27</u>
(2) 二零一九年九月份員工開支	
員工薪津	
薪酬及津貼	522,023.52
強積金/長期服務金	28,656.99
年賞預留	10,911.00
員工招募費	910.00
臨時保安員薪酬	118,150.00
	<u>680,651.51</u>
(3) 二零一九年九月份清潔費	
清潔合約	211,000.00
清潔用品	36,000.00
滅蟲服務	2,000.00
	<u>249,000.00</u>
(4) 二零一九年九月份合約保養	
升降機保養	93,186.00
公共天線及衛星電視保養	7,963.00
水泵系統及清洗水缸服務	7,883.00
冷氣系統保養	4,200.00
發電機保養	2,500.00
閉路電視及對講機保養合約	2,100.00
緊急維修服務	800.00
	<u>118,632.00</u>

翠麗花園

(5) 二零一九年九月份修理費	港幣
維修近第1座花槽底消防喉工程	120,000.00
清洗冷氣機工程、維修會議室冷氣機工程及維修商場冷氣機工程	39,160.00
第3座電力檢查	20,000.00
維修第1座27樓B室天台防水工程	13,200.00
更換4座14樓B室外牆3寸污水主喉及更換停車場消防喉及花灑頭工程	12,200.00
修理費	10,440.00
更換6座地下水泵房1號沖廁水泵3寸閘制工程	5,900.00
照明設備	2,306.00
	<u>223,206.00</u>
(6) 二零一九年九月份基本建設	
折舊	<u>657.90</u>
(7) 二零一九年九月份雜項	
律師費	49,012.45
印刷費	7,792.94
物業稅	7,236.00
文具	2,738.60
交通費	2,375.30
廣告費	1,663.00
電話費	1,345.00
銀行費用	808.35
郵費	400.00
其他	15,070.59
	<u>88,442.23</u>



## 翠麗花園

## (8) 二零一九年九月份銀行存款及現金

定期存款：		港幣	附註
渣打銀行	18,784,648.39		1
東亞銀行	5,216,172.84		2
匯豐銀行	<u>577,613.65</u>		3
		24,578,434.88	
儲蓄及往來存款：			
渣打銀行	3,824,514.11		4
匯豐銀行	<u>56,754.03</u>		5
		3,881,268.14	
現金		<u>9,000.00</u>	
		<u><u>28,468,703.02</u></u>	

## (9) 二零一九年九月份應收款項

保險賠償金	396,544.50
應收管理費	269,408.00
農曆新年及復活節墊支費用	66,687.90
停車場系統保養第13期至第24期暫付款	34,200.00
法團活動費用	21,572.00
中秋節墊支費用	14,420.70
應收牌照費	10,000.00
管理費及公共水電按金	<u>1,101.00</u>
	<u><u>813,934.10</u></u>



## 翠麗花園

	港幣	港幣
(10) 二零一九年九月份應付款項		
按金：		
牌照按金	149,600.00	
裝修按金	187,600.00	
管理費及公共水電按金	78,348.00	
霓虹光管按金	30,000.00	
臨時水、電按金	17,000.00	
安裝冷氣按金	2,000.00	
住戶水錶按金	100.00	
	<hr/>	464,648.00
預留款項：		
長期服務金預留	627,425.29	
電費預留	220,700.00	
年假預留	89,700.00	
物業稅預留	69,865.00	
年賞預留	98,199.00	
核數費預留	20,000.00	
水費預留	12,200.00	
	<hr/>	1,138,089.29
應付未付款項：		
臨時保安員服務	210,800.00	
颱風山竹破壞後復修工程	154,400.00	
清潔合約	211,000.00	
外牆防水工程	172,961.00	
升降機保養	93,186.00	
商場赤字科款	47,809.84	
園藝保養合約	23,500.00	
冬季制服	12,338.00	
平台防水維修工程	8,480.00	
WR2檢查及測試低壓固定電力裝置工程	16,000.00	
水泵系統及清洗水缸服務	7,883.00	
公共天線及衛星電視保養	7,963.00	
閉路電視及對講機保養合約	4,200.00	
消防年檢後執修工程	5,205.00	
發電機保養	2,500.00	
更換消防喉	12,000.00	
冷氣系統保養	15,000.00	
更換排骨主喉	1,140.00	
緊急維修服務	800.00	
發送文件	500.00	
	<hr/>	1,007,665.84
其他：		
停車場系統保養第13期至第24期暫收款	34,200.00	
未兌現支票	15,767.50	
多收管理費	11,802.08	
	<hr/>	61,769.58
		<hr/> <hr/>
		2,672,172.71



## 翠麗花園

(11) 二零一九年九月份應變基金	港幣
承上結餘	12,969,319.50
本月收入	10,000.00
結餘	<u>12,979,319.50</u>
(12) 二零一九年九月份翠麗屋苑康樂活動基金	
承上結餘	17,951.00
本月收入	1,856.00
結餘	<u>19,807.00</u>
(13) 二零一九年九月份翠麗特別基金	
承上結餘	12,325,384.00
本月收入	130,300.00
結餘	<u>12,455,684.00</u>