



康德服務有限公司
Kenda Services Limited

大廈名稱
NAME OF BUILDING

翠麗花園
TSUI LAI GARDEN

收支帳項
MONTH: 10/2020

INCOME & EXPENDITURE ACCOUNT

		<u>Note</u>	<u>HK\$</u>
<u>INCOME</u>	收入		
Management Fees	管理費		1,426,835.00
Sundry Income	其他	(1)	667,018.41
<u>TOTAL INCOME</u>	總收入		<u>2,093,853.41</u>
<u>EXPENDITURE</u>	支出		
Staff Costs	員工開支	(2)	624,699.52
Cleaning Charges	清潔費	(3)	211,000.00
Contract Maintenance	合約保養	(4)	138,417.00
Repairs	修理費	(5)	333,214.00
Depreciation	折舊	(6)	616.54
Electricity	電費		198,415.00
Insurance	保險費		19,518.00
Gardening & Decoration	園藝及裝飾		24,000.00
Sundry Expenses	雜項	(7)	24,289.81
Manager's Remuneration	經理人酬金		53,000.00
<u>TOTAL EXPENDITURE</u>	總支出		<u>1,627,169.87</u>
Surplus / (Deficit) for the Month	本期盈餘 / (赤字)		466,683.54
Fund Transfer	基金轉調		(70,400.00)
Surplus / (Deficit) B/F	盈餘 / (赤字)滾存		(162,696.40)
<u>TOTAL SURPLUS / (DEFICIT)</u>	盈餘 / (赤字)總額		<u>233,587.14</u>



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TSUI LAI GARDEN

資產負債表
BALANCE SHEET

截至 2020年10月31日
AS AT 31/10/2020

	Note	HK\$
<u>FIXED ASSETS</u>		14,473.42
<u>CURRENT ASSETS</u>		
Cash at Bank & on Hand	(8)	3,614,965.50
Cash at Bank - Owners' Corporation	(9)	27,464,716.16
Account Receivable	(10)	255,358.00
Utility Deposits		539,100.00
Prepayments		39,036.00
Current Account with Manager		97,548.29
		32,010,723.95
<u>CURRENT LIABILITIES</u>		
Receipt in Advance		64,815.00
Accounts Payable & Accruals	(11)	3,208,918.78
		3,273,733.78
<u>NET ASSETS / (LIABILITIES)</u>		28,751,463.59
<u>REPRESENTED BY</u>		
Operating Surplus /(Deficit)		233,587.14
Various Deposits Received		2,452,247.00
Contingency Fund	(12)	12,783,419.50
Estate Activities Recreational Fund	(13)	12,625.95
Special Fund for Tsui Lai Garden	(14)	13,269,584.00
		28,751,463.59



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INCOME & EXPENDITURE ACCOUNT

MONTH: 10/2020

	COMMON HK\$	RESIDENTIAL HK\$	COMMERCIAL HK\$	CARPARK HK\$	KINDERGARTEN HK\$	TOTAL HK\$
	共用	住宅	商場	車場	幼稚園	合共
INCOME						
Management Fees	0.00	1,232,845.00	130,206.00	59,965.00	3,819.00	1,426,835.00
Sundry Income	326,487.41	286,405.40	0.00	54,125.60	0.00	667,018.41
TOTAL INCOME	326,487.41	1,519,250.40	130,206.00	114,090.60	3,819.00	2,093,853.41
EXPENDITURE						
Staff Costs	383,828.94	205,099.68	0.00	35,770.90	0.00	624,699.52
Cleaning Charges	69,672.20	136,917.90	3,038.40	1,371.50	0.00	211,000.00
Contract Maintenance	2,100.00	131,959.80	4,357.20	0.00	0.00	138,417.00
Repairs	15,060.00	108,694.00	380.00	209,080.00	0.00	333,214.00
Depreciation	616.54	0.00	0.00	0.00	0.00	616.54
Electricity	7,544.00	146,171.00	41,800.00	2,900.00	0.00	198,415.00
Insurance	19,518.00	0.00	0.00	0.00	0.00	19,518.00
Gardening & Decoration	24,000.00	0.00	0.00	0.00	0.00	24,000.00
Sundry Expenses	10,215.11	13,258.60	700.00	116.10	0.00	24,289.81
Manager's Remuneration	0.00	45,877.00	5,316.00	1,526.00	281.00	53,000.00
TOTAL EXPENDITURE	532,554.79	787,977.98	55,591.60	250,764.50	281.00	1,627,169.87
Operating Surplus / (Deficit) before Fund Transfer	(206,067.38)	731,272.42	74,614.40	(136,673.90)	3,538.00	466,683.54
Fund Transfer	(100.00)	(70,300.00)	0.00	0.00	0.00	(70,400.00)
Operating Surplus / (Deficit)	(206,167.38)	660,972.42	74,614.40	(136,673.90)	3,538.00	396,283.54
Allocation For Common Deficit						
Residential 住宅	86.56%	178,458.48	0.00	0.00	0.00	0.00
Commercial 商場	10.03%	20,678.59	(20,678.59)	0.00	0.00	0.00
Carpark 車場	2.88%	5,937.62	0.00	(5,937.62)	0.00	0.00
Kindergarten 幼稚園	0.53%	1,092.69	0.00	0.00	(1,092.69)	0.00
	100.00%					
Operating Surplus / (Deficit)	0.00	482,513.94	53,935.81	(142,611.52)	2,445.31	396,283.54
Surplus / (Deficit) B/F	0.00	(1,095,856.58)	713,128.35	181,752.94	38,278.89	(162,696.40)
TOTAL SURPLUS / (DEFICIT)	0.00	(613,342.64)	767,064.16	39,141.42	40,724.20	233,587.14

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MONTH: 10/2020

INCOME & EXPENDITURE ACCOUNT

		共用 <u>COMMON</u> HK\$	住宅 <u>RESIDENTIAL</u> HK\$
<u>INCOME</u>	收入		
Management Fees	管理費	0.00	1,232,845.00
Sundry Income	其他	326,487.41	286,405.40
<u>TOTAL INCOME</u>	總收入	<u>326,487.41</u>	<u>1,519,250.40</u>
<u>EXPENDITURE</u>	支出		
Staff Costs	員工開支	383,828.94	205,099.68
Cleaning Charges	清潔費	69,672.20	136,917.90
Contract Maintenance	合約保養	2,100.00	131,959.80
Repairs	修理費	15,060.00	108,694.00
Depreciation	折舊	616.54	0.00
Electricity	電費	7,544.00	146,171.00
Insurance	保險費	19,518.00	0.00
Gardening & Decoration	園藝及裝飾	24,000.00	0.00
Sundry Expenses	雜項	10,215.11	13,258.60
Manager's Remuneration	經理人酬金	0.00	45,877.00
<u>TOTAL EXPENDITURE</u>	總支出	<u>532,554.79</u>	<u>787,977.98</u>
Operating Surplus / (Deficit) before Fund Transfer	基金轉調前盈餘 / (赤字)	(206,067.38)	731,272.42
Fund Transfer	基金轉調	(100.00)	(70,300.00)
Operating Surplus / (Deficit)	本期盈餘 / (赤字)	<u>(206,167.38)</u>	<u>660,972.42</u>
Allocation For Common Deficit	分攤共用收支虧損		
Residential 住宅	SHARES	86.56%	<u>(178,458.48)</u>
Operating Surplus / (Deficit)	本期盈餘 / (赤字)		482,513.94
Surplus / (Deficit) B/F	盈餘 / (赤字)滾存		(1,095,856.58)
<u>TOTAL SURPLUS / (DEFICIT)</u>	盈餘 / (赤字)總額		<u>(613,342.64)</u>



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MONTH: 10/2020

INCOME & EXPENDITURE ACCOUNT

		共用 <u>COMMON</u> HK\$	商場 <u>COMMERCIAL</u> HK\$
<u>INCOME</u>	收入		
Management Fees	管理費	0.00	130,206.00
Sundry Income	其他	326,487.41	0.00
<u>TOTAL INCOME</u>	總收入	<u>326,487.41</u>	<u>130,206.00</u>
<u>EXPENDITURE</u>	支出		
Staff Costs	員工開支	383,828.94	0.00
Cleaning Charges	清潔費	69,672.20	3,038.40
Contract Maintenance	合約保養	2,100.00	4,357.20
Repairs	修理費	15,060.00	380.00
Depreciation	折舊	616.54	0.00
Electricity	電費	7,544.00	41,800.00
Insurance	保險費	19,518.00	0.00
Gardening & Decoration	園藝及裝飾	24,000.00	0.00
Sundry Expenses	雜項	10,215.11	700.00
Manager's Remuneration	經理人酬金	0.00	5,316.00
<u>TOTAL EXPENDITURE</u>	總支出	<u>532,554.79</u>	<u>55,591.60</u>
Operating Surplus / (Deficit) before Fund Transfer	基金轉調前盈餘 / (赤字)	(206,067.38)	74,614.40
Fund Transfer	基金轉調	(100.00)	0.00
Operating Surplus / (Deficit)	本期盈餘 / (赤字)	<u>(206,167.38)</u>	<u>74,614.40</u>
Allocation For Common Deficit	分攤共用收支虧損		
Commercial 商場	SHARES	10.03%	<u>(20,678.59)</u>
Operating Surplus / (Deficit)	本期盈餘 / (赤字)		53,935.81
Surplus / (Deficit) B/F	盈餘 / (赤字)滾存		<u>713,128.35</u>
<u>TOTAL SURPLUS / (DEFICIT)</u>	盈餘 / (赤字)總額		<u><u>767,064.16</u></u>



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INCOME & EXPENDITURE ACCOUNT

		共用 <u>COMMON</u> HK\$	車場 <u>CARPARK</u> HK\$
<u>INCOME</u>	收入		
Management Fees	管理費	0.00	59,965.00
Sundry Income	其他	326,487.41	54,125.60
<u>TOTAL INCOME</u>	總收入	<u>326,487.41</u>	<u>114,090.60</u>
<u>EXPENDITURE</u>	支出		
Staff Costs	員工開支	383,828.94	35,770.90
Cleaning Charges	清潔費	69,672.20	1,371.50
Contract Maintenance	合約保養	2,100.00	0.00
Repairs	修理費	15,060.00	209,080.00
Depreciation	折舊	616.54	0.00
Electricity	電費	7,544.00	2,900.00
Insurance	保險費	19,518.00	0.00
Gardening & Decoration	園藝及裝飾	24,000.00	0.00
Sundry Expenses	雜項	10,215.11	116.10
Manager's Remuneration	經理人酬金	0.00	1,526.00
<u>TOTAL EXPENDITURE</u>	總支出	<u>532,554.79</u>	<u>250,764.50</u>
Operating Surplus / (Deficit) before Fund Transfer	基金轉調前盈餘 / (赤字)	(206,067.38)	(136,673.90)
Fund Transfer	基金轉調	(100.00)	0.00
Operating Surplus / (Deficit)	本期盈餘 / (赤字)	<u>(206,167.38)</u>	<u>(136,673.90)</u>
Allocation For Common Deficit	分攤共用收支虧損		
Carpark 車場	SHARES	2.88%	<u>(5,937.62)</u>
Operating Surplus / (Deficit)	本期盈餘 / (赤字)		(142,611.52)
Surplus / (Deficit) B/F	盈餘 / (赤字)滾存		181,752.94
<u>TOTAL SURPLUS / (DEFICIT)</u>	盈餘 / (赤字)總額		<u>39,141.42</u>



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INCOME & EXPENDITURE ACCOUNT

		共用 COMMON HK\$	幼稚園 KINDERGARTEN HK\$
<u>INCOME</u>	<u>收入</u>		
Management Fees	管理費	0.00	3,819.00
Sundry Income	其他	326,487.41	0.00
TOTAL INCOME	總收入	326,487.41	3,819.00
<u>EXPENDITURE</u>	<u>支出</u>		
Staff Costs	員工開支	383,828.94	0.00
Cleaning Charges	清潔費	69,672.20	0.00
Contract Maintenance	合約保養	2,100.00	0.00
Repairs	修理費	15,060.00	0.00
Depreciation	折舊	616.54	0.00
Electricity	電費	7,544.00	0.00
Insurance	保險費	19,518.00	0.00
Gardening & Decoration	園藝及裝飾	24,000.00	0.00
Sundry Expenses	雜項	10,215.11	0.00
Manager's Remuneration	經理人酬金	0.00	281.00
TOTAL EXPENDITURE	總支出	532,554.79	281.00
Operating Surplus / (Deficit) before Fund Transfer	基金轉調前盈餘 / (赤字)	(206,067.38)	3,538.00
Fund Transfer	基金轉調	(100.00)	0.00
Operating Surplus / (Deficit)	本期盈餘 / (赤字)	(206,167.38)	3,538.00
Allocation For Common Deficit	分攤共用收支虧損		
Kindergarten 幼稚園	SHARES	0.53%	(1,092.69)
Operating Surplus / (Deficit)	本期盈餘 / (赤字)		2,445.31
Surplus / (Deficit) B/F	盈餘 / (赤字)滾存		38,278.89
TOTAL SURPLUS / (DEFICIT)	盈餘 / (赤字)總額		40,724.20

翠麗花園

(1) <u>二零二零年十月份其他收入</u>	港幣
利息	21,031.61
牌照費	60,300.00
其他	585,686.80
	<u>667,018.41</u>
(2) <u>二零二零年十月份員工開支</u>	
員工薪津	
薪酬及津貼	573,851.98
強積金/長期服務金	31,436.54
年賞預留	10,911.00
臨時保安員薪酬	8,500.00
	<u>624,699.52</u>
(3) <u>二零二零年十月份清潔費</u>	
清潔合約	<u>211,000.00</u>
(4) <u>二零二零年十月份合約保養</u>	
升降機保養	112,374.00
水泵系統及清洗水缸服務	9,480.00
公共天線及衛星電視保養	7,963.00
冷氣系統保養	4,000.00
發電機保養	2,500.00
閉路電視及對講機保養合約	2,100.00
	<u>138,417.00</u>

翠麗花園

(5) <u>二零二零年十月份修理費</u>	<u>港幣</u>
更換停車場出入閘系統工程	204,780.00
更換加壓泵工程、更換食水泵出入水掣工程	48,400.00
維修物料(五金及雜項配件等)	18,679.00
維修升降機槽底牆身防水工程	17,000.00
消防年檢後執修工程	16,780.00
維修後備發電機	8,500.00
維修門禁系統工程	4,980.00
維修外牆咸水喉	4,900.00
光管/燈泡及照明用品	2,995.00
更換閉路電視鏡頭	2,800.00
租用升降台	2,000.00
更換電鎖火牛控制箱	1,400.00
	<u>333,214.00</u>
(6) <u>二零二零年十月份基本建設</u>	
折舊	<u>616.54</u>
(7) <u>二零二零年十月份雜項</u>	
物業稅	7,236.00
印刷費	1,410.11
銀行費用	753.60
電話費	726.00
交通費	500.00
差餉及地租	409.00
其他	13,255.10
	<u>24,289.81</u>



翠麗花園

(8) <u>二零二零年十月份銀行存款及現金</u>			
儲蓄及往來存款：		港幣	附註
渣打銀行	3,539,518.00		1
匯豐銀行	66,447.50		2
		3,605,965.50	
現金		9,000.00	
		3,614,965.50	
(9) <u>二零二零年十月份法團銀行存款</u>			
定期存款：			
中國銀行	24,002,177.87		
東亞銀行	1,000,764.38		
渣打銀行	2,452,767.68		
		27,455,709.93	
儲蓄及往來存款：			
中國銀行	9,005.34		
東亞銀行	0.16		
渣打銀行	0.73		
		9,006.23	
		27,464,716.16	
(10) <u>二零二零年十月份應收款項</u>			
應收管理費		215,057.00	
停車場系統保養第13期至第24期暫付款		34,200.00	
應收牌照費		5,000.00	
管理費及公共水電按金		1,101.00	
		255,358.00	



翠麗花園

(11) 二零二零年十月份應付款項	港幣	港幣
按金：		
牌照按金	29,000.00	
裝修按金	165,600.00	
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	
天線牌照費按金	120,600.00	
	<hr/>	442,648.00
預留款項：		
長期服務金預留	651,657.36	
電費預留	220,700.00	
年假預留	83,900.00	
物業稅預留	26,449.00	
年賞預留	109,110.00	
水費預留	12,200.00	
	<hr/>	1,104,016.36
應付未付款項：		
臨時保安員服務	33,150.00	
颱風山竹破壞後復修工程	16,500.00	
清潔合約	422,000.00	
外牆防水工程	203,619.00	
升降機保養	720,837.00	
商場赤字科款	47,809.84	
園藝保養合約	12,000.00	
平台防水維修工程	8,480.00	
水泵系統及清洗水缸服務	47,400.00	
公共天線及衛星電視保養	15,926.00	
閉路電視及對講機保養合約	6,300.00	
消防年檢後執修工程	5,205.00	
發電機保養	7,500.00	
更換消防喉	12,000.00	
冷氣系統保養	14,000.00	
更換排骨主喉	1,140.00	
緊急維修服務	800.00	
發送文件	1,000.00	
更換高位街燈	17,318.00	
	<hr/>	1,592,984.84
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	
退還防疫基金	7,500.00	
	<hr/>	69,269.58
		<hr/>
		3,208,918.78

翠麗花園(12) 二零二零年十月份應變基金

	港幣
承上結餘	12,783,319.50
本月收入	100.00
結餘	<u>12,783,419.50</u>

(13) 二零二零年十月份翠麗屋苑康樂活動基金

承上結餘	<u>12,625.95</u>
結餘	<u>12,625.95</u>

(14) 二零二零年十月份翠麗特別基金

承上結餘	13,199,284.00
本月收入	70,300.00
結餘	<u>13,269,584.00</u>