



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: 02/2021

INCOME & EXPENDITURE ACCOUNT

		<u>Note</u>	<b>HK\$</b>
<b><u>INCOME</u></b>	<b>收入</b>		
Management Fees	管理費		1,426,835.00
Sundry Income	其他	(1)	109,716.17
<b><u>TOTAL INCOME</u></b>	<b>總收入</b>		<b>1,536,551.17</b>
<b><u>EXPENDITURE</u></b>	<b>支出</b>		
Staff Costs	員工開支	(2)	607,419.55
Cleaning Charges	清潔費	(3)	218,000.00
Contract Maintenance	合約保養	(4)	145,545.00
Repairs	修理費	(5)	49,388.00
Depreciation	折舊	(6)	774.87
Electricity	電費		171,018.00
Insurance	保險費		21,521.00
Gardening & Decoration	園藝及裝飾		15,922.43
Sundry Expenses	雜項	(7)	32,840.12
Manager's Remuneration	經理人酬金		53,000.00
<b><u>TOTAL EXPENDITURE</u></b>	<b>總支出</b>		<b>1,315,428.97</b>
Surplus / (Deficit) for the Month	本期盈餘 / (赤字)		221,122.20
Fund Transfer	基金轉調		(82,650.00)
Surplus / (Deficit) B/F	盈餘 / (赤字)滾存		103,493.00
<b><u>TOTAL SURPLUS / (DEFICIT)</u></b>	<b>盈餘 / (赤字)總額</b>		<b>241,965.20</b>



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資產負債表  
BALANCE SHEET

截至 2021年02月28日  
AS AT 28/02/2021

		Note	HK\$
<b><u>FIXED ASSETS</u></b>	<b>固定資產</b>		<u>21,032.27</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)	2,851,762.29
Cash at Bank - Owners' Corporation	銀行存款 - 法團	(9)	28,327,126.52
Account Receivable	應收款項	(10)	723,929.00
Utility Deposits	水電按金		539,100.00
Current Account with Manager	經理人來往帳		100,080.15
			<u>32,541,997.96</u>
<b><u>CURRENT LIABILITIES</u></b>	<b>流動負債</b>		
Receipt in Advance	預收款項		87,795.00
Accounts Payable & Accruals	應付款項	(11)	3,740,983.58
			<u>3,828,778.58</u>
<b><u>NET ASSETS / (LIABILITIES)</u></b>	<b>資產/(負債)淨值</b>		<u>28,734,251.65</u>
<b><u>REPRESENTED BY</u></b>	<b>代表</b>		
Operating Surplus /(Deficit)	盈餘/(赤字)		241,965.20
Various Deposits Received	各類按金		2,452,247.00
Contingency Fund	應變基金	(12)	12,464,379.50
Estate Activities Recreational Fund	屋苑康樂活動基金	(13)	12,625.95
Special Fund for Tsui Lai Garden	翠麗特別基金	(14)	13,563,034.00
			<u>28,734,251.65</u>



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TSUILLAI GARDEN

收支帳項

INCOME & EXPENDITURE ACCOUNT

MONTH: 02/2021

	共用 COMMON HK\$	住宅 RESIDENTIAL HK\$	商場 COMMERCIAL HK\$	車場 CARPARK HK\$	幼稚園 KINDERGARTEN HK\$	合共 TOTAL HK\$
<b>INCOME</b>						
Management Fees	0.00	1,232,845.00	130,206.00	59,965.00	3,819.00	1,426,835.00
Sundry Income	37,166.17	72,550.00	0.00	0.00	0.00	109,716.17
<b>TOTAL INCOME</b>	<b>37,166.17</b>	<b>1,305,395.00</b>	<b>130,206.00</b>	<b>59,965.00</b>	<b>3,819.00</b>	<b>1,536,551.17</b>
<b>EXPENDITURE</b>						
Staff Costs	363,551.60	202,178.49	0.00	41,689.46	0.00	607,419.55
Cleaning Charges	68,844.00	126,756.00	9,000.00	13,400.00	0.00	218,000.00
Contract Maintenance	2,100.00	139,087.80	4,357.20	0.00	0.00	145,545.00
Repairs	372.00	49,016.00	0.00	0.00	0.00	49,388.00
Depreciation	774.87	0.00	0.00	0.00	0.00	774.87
Electricity	6,277.00	139,936.00	21,905.00	2,900.00	0.00	171,018.00
Insurance	20,540.20	858.20	0.00	122.60	0.00	21,521.00
Gardening & Decoration	15,922.43	0.00	0.00	0.00	0.00	15,922.43
Sundry Expenses	8,913.92	23,406.20	520.00	0.00	0.00	32,840.12
Manager's Remuneration	0.00	45,877.00	5,316.00	1,526.00	281.00	53,000.00
<b>TOTAL EXPENDITURE</b>	<b>487,296.02</b>	<b>727,115.69</b>	<b>41,098.20</b>	<b>59,638.06</b>	<b>281.00</b>	<b>1,315,428.97</b>
Operating Surplus / (Deficit) before Fund Transfer	(450,129.85)	578,279.31	89,107.80	326.94	3,538.00	221,122.20
Fund Transfer	(100.00)	(82,550.00)	0.00	0.00	0.00	(82,650.00)
Operating Surplus / (Deficit)	(450,229.85)	495,729.31	89,107.80	326.94	3,538.00	138,472.20
Allocation For Common Deficit						
Residential 住宅	20,159.00		0.00	0.00	0.00	0.00
Commercial 商場	2,335.00		(45,158.05)	0.00	0.00	0.00
Carpark 車場	670.00		0.00	(12,966.62)	0.00	0.00
Kindergarten 幼稚園	124.00		0.00	0.00	(2,386.22)	0.00
	23,288.00		0.00	0.00		
Operating Surplus / (Deficit)	0.00	106,010.35	43,949.75	(12,639.68)	1,151.78	138,472.20
Surplus / (Deficit) B/F	0.00	(500,945.05)	522,182.02	38,758.29	43,497.74	103,493.00
<b>TOTAL SURPLUS / (DEFICIT)</b>	<b>0.00</b>	<b>(394,934.70)</b>	<b>566,131.77</b>	<b>26,118.61</b>	<b>44,649.52</b>	<b>241,965.20</b>

Operating Surplus / (Deficit) before Fund Transfer

Fund Transfer

Operating Surplus / (Deficit)

Allocation For Common Deficit

Residential 住宅

Commercial 商場

Carpark 車場

Kindergarten 幼稚園

Operating Surplus / (Deficit)

Surplus / (Deficit) B/F

**TOTAL SURPLUS / (DEFICIT)**

基金轉調前盈餘 / (赤字)

基金轉調

本期盈餘 / (赤字)

分攤共用收支虧損

SHARES

SHARES

SHARES

SHARES

SHARES

本期盈餘 / (赤字)

盈餘 / (赤字) 滾存

盈餘 / (赤字) 總額



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MONTH: 02/2021

INCOME & EXPENDITURE ACCOUNT

		共用 <u>COMMON</u> HK\$	住宅 <u>RESIDENTIAL</u> 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	37,166.17	72,550.00
<b><u>TOTAL INCOME</u></b>	<b>總收入</b>	<u>37,166.17</u>	<u>1,305,395.00</u>
<b><u>EXPENDITURE</u></b>	<b>支出</b>		
Staff Costs	員工開支	363,551.60	202,178.49
Cleaning Charges	清潔費	68,844.00	126,756.00
Contract Maintenance	合約保養	2,100.00	139,087.80
Repairs	修理費	372.00	49,016.00
Depreciation	折舊	774.87	0.00
Electricity	電費	6,277.00	139,936.00
Insurance	保險費	20,540.20	858.20
Gardening & Decoration	園藝及裝飾	15,922.43	0.00
Sundry Expenses	雜項	8,913.92	23,406.20
Manager's Remuneration	經理人酬金	0.00	45,877.00
<b><u>TOTAL EXPENDITURE</u></b>	<b>總支出</b>	<u>487,296.02</u>	<u>727,115.69</u>
Operating Surplus / (Deficit) before Fund Transfer	基金轉調前盈餘 / (赤字)	(450,129.85)	578,279.31
Fund Transfer	基金轉調	(100.00)	(82,550.00)
Operating Surplus / (Deficit)	本期盈餘 / (赤字)	<u>(450,229.85)</u>	<u>495,729.31</u>
Allocation For Common Deficit	分攤共用收支虧損		
Residential 住宅	SHARES	86.56%	<u>(389,718.96)</u>
Operating Surplus / (Deficit)	本期盈餘 / (赤字)		106,010.35
Surplus / (Deficit) B/F	盈餘 / (赤字) 滾存		<u>(500,945.05)</u>
<b><u>TOTAL SURPLUS / (DEFICIT)</u></b>	<b>盈餘 / (赤字) 總額</b>		<u><u>(394,934.70)</u></u>



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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	37,166.17	0.00
<b><u>TOTAL INCOME</u></b>	<b>總收入</b>	<b>37,166.17</b>	<b>130,206.00</b>
<b><u>EXPENDITURE</u></b>	<b>支出</b>		
Staff Costs	員工開支	363,551.60	0.00
Cleaning Charges	清潔費	68,844.00	9,000.00
Contract Maintenance	合約保養	2,100.00	4,357.20
Repairs	修理費	372.00	0.00
Depreciation	折舊	774.87	0.00
Electricity	電費	6,277.00	21,905.00
Insurance	保險費	20,540.20	0.00
Gardening & Decoration	園藝及裝飾	15,922.43	0.00
Sundry Expenses	雜項	8,913.92	520.00
Manager's Remuneration	經理人酬金	0.00	5,316.00
<b><u>TOTAL EXPENDITURE</u></b>	<b>總支出</b>	<b>487,296.02</b>	<b>41,098.20</b>
Operating Surplus / (Deficit) before Fund Transfer	基金轉調前盈餘 / (赤字)	(450,129.85)	89,107.80
Fund Transfer	基金轉調	(100.00)	0.00
Operating Surplus / (Deficit)	本期盈餘 / (赤字)	<b>(450,229.85)</b>	<b>89,107.80</b>
Allocation For Common Deficit	分攤共用收支虧損		
Commercial 商場	SHARES 10.03%		<b>(45,158.05)</b>
Operating Surplus / (Deficit)	本期盈餘 / (赤字)		<b>43,949.75</b>
Surplus / (Deficit) B/F	盈餘 / (赤字) 滾存		<b>522,182.02</b>
<b><u>TOTAL SURPLUS / (DEFICIT)</u></b>	<b>盈餘 / (赤字) 總額</b>		<b>566,131.77</b>



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INCOME & EXPENDITURE ACCOUNT

		共用 COMMON HK\$	車場 CARPARK HK\$
<b>INCOME</b>	<b>收入</b>		
Management Fees	管理費	0.00	59,965.00
Sundry Income	其他	37,166.17	0.00
<b>TOTAL INCOME</b>	<b>總收入</b>	<b>37,166.17</b>	<b>59,965.00</b>
<b>EXPENDITURE</b>	<b>支出</b>		
Staff Costs	員工開支	363,551.60	41,689.46
Cleaning Charges	清潔費	68,844.00	13,400.00
Contract Maintenance	合約保養	2,100.00	0.00
Repairs	修理費	372.00	0.00
Depreciation	折舊	774.87	0.00
Electricity	電費	6,277.00	2,900.00
Insurance	保險費	20,540.20	122.60
Gardening & Decoration	園藝及裝飾	15,922.43	0.00
Sundry Expenses	雜項	8,913.92	0.00
Manager's Remuneration	經理人酬金	0.00	1,526.00
<b>TOTAL EXPENDITURE</b>	<b>總支出</b>	<b>487,296.02</b>	<b>59,638.06</b>
Operating Surplus / (Deficit) before Fund Transfer	基金轉調前盈餘 / (赤字)	(450,129.85)	326.94
Fund Transfer	基金轉調	(100.00)	0.00
Operating Surplus / (Deficit)	本期盈餘 / (赤字)	<b>(450,229.85)</b>	326.94
Allocation For Common Deficit	分攤共用收支虧損		
Carpark 車場	SHARES	670.00	2.88%
			<b>(12,966.62)</b>
Operating Surplus / (Deficit)	本期盈餘 / (赤字)		<b>(12,639.68)</b>
Surplus / (Deficit) B/F	盈餘 / (赤字) 滾存		38,758.29
<b>TOTAL SURPLUS / (DEFICIT)</b>	<b>盈餘 / (赤字) 總額</b>		<b>26,118.61</b>



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INCOME & EXPENDITURE ACCOUNT

		共用 COMMON HK\$	幼稚園 KINDERGARTEN HK\$
<b>INCOME</b>	<b>收入</b>		
Management Fees	管理費	0.00	3,819.00
Sundry Income	其他	37,166.17	0.00
<b>TOTAL INCOME</b>	<b>總收入</b>	<u>37,166.17</u>	<u>3,819.00</u>
<b>EXPENDITURE</b>	<b>支出</b>		
Staff Costs	員工開支	363,551.60	0.00
Cleaning Charges	清潔費	68,844.00	0.00
Contract Maintenance	合約保養	2,100.00	0.00
Repairs	修理費	372.00	0.00
Depreciation	折舊	774.87	0.00
Electricity	電費	6,277.00	0.00
Insurance	保險費	20,540.20	0.00
Gardening & Decoration	園藝及裝飾	15,922.43	0.00
Sundry Expenses	雜項	8,913.92	0.00
Manager's Remuneration	經理人酬金	0.00	281.00
<b>TOTAL EXPENDITURE</b>	<b>總支出</b>	<u>487,296.02</u>	<u>281.00</u>
Operating Surplus / (Deficit) before Fund Transfer	基金轉調前盈餘 / (赤字)	(450,129.85)	3,538.00
Fund Transfer	基金轉調	(100.00)	0.00
Operating Surplus / (Deficit)	本期盈餘 / (赤字)	<u>(450,229.85)</u>	<u>3,538.00</u>
Allocation For Common Deficit	分攤共用收支虧損		
Kindergarten 幼稚園	SHARES	0.53%	<u>(2,386.22)</u>
Operating Surplus / (Deficit)	本期盈餘 / (赤字)		1,151.78
Surplus / (Deficit) B/F	盈餘 / (赤字) 滾存		43,497.74
<b>TOTAL SURPLUS / (DEFICIT)</b>	<b>盈餘 / (赤字) 總額</b>		<u><u>44,649.52</u></u>

翠麗花園

(1) <u>二零二一年二月份其他收入</u>	港幣
利息	32,166.17
牌照費	72,550.00
其他	5,000.00
	<u>109,716.17</u>
(2) <u>二零二一年二月份員工開支</u>	
員工薪津	
薪酬及津貼	564,477.87
強積金/長期服務金	29,081.68
年賞預留	10,911.00
員工招募費	399.00
臨時保安員薪酬	2,550.00
	<u>607,419.55</u>
(3) <u>二零二一年二月份清潔費</u>	
清潔合約	<u>218,000.00</u>
(4) <u>二零二一年二月份合約保養</u>	
升降機保養	119,502.00
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>145,545.00</u>



## 翠麗花園

(5) <u>二零二一年二月份修理費</u>	港幣
維修物料(英泥、沙及雜項配件等)	37,718.00
光管/燈泡及照明用品	5,370.00
更換外牆沖廁水喉工程	4,900.00
更換閉路電視鏡頭	1,400.00
	<u>49,388.00</u>
(6) <u>二零二一年二月份基本建設</u>	
折舊	<u>774.87</u>
(7) <u>二零二一年二月份雜項</u>	
物業稅	7,236.00
廣告費	3,326.00
文具	3,146.40
交通費	1,453.00
電話費	1,062.00
銀行費用	785.20
印刷費	258.62
郵費	120.00
其他	15,452.90
	<u>32,840.12</u>



## 翠麗花園

(8) <u>二零二一年二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	2,771,491.10		1
匯豐銀行	<u>65,271.19</u>		2
		2,836,762.29	
現金		<u>15,000.00</u>	
		<u>2,851,762.29</u>	
(9) <u>二零二一年二月份法團銀行存款</u>			
定期存款：			
中國銀行	24,841,869.42		
東亞銀行	1,005,481.04		
渣打銀行	<u>2,452,767.68</u>		
		28,300,118.14	
儲蓄及往來存款：			
中國銀行	27,007.65		
渣打銀行	<u>0.73</u>		
		27,008.38	
		<u>28,327,126.52</u>	
(10) <u>二零二一年二月份應收款項</u>			
應收管理費		628,340.00	
其他收入		50,288.00	
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		10,000.00	
管理費及公共水電按金		<u>1,101.00</u>	
		<u>723,929.00</u>	

翠麗花園

(11) 二零二一年二月份應付款項	港幣	港幣
按金：		
牌照按金	29,000.00	
裝修按金	135,600.00	
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	132,850.00	
		424,898.00
預留款項：		
長期服務金預留	668,509.36	
電費預留	220,700.00	
年假預留	25,900.00	
物業稅預留	55,393.00	
年賞預留	108,996.80	
核數費預留	19,500.00	
水費預留	12,200.00	
		1,111,199.16
應付未付款項：		
臨時保安員服務	27,200.00	
颱風山竹破壞後復修工程	16,500.00	
清潔合約	654,000.00	
外牆防水工程	230,499.00	
升降機保養	615,591.00	
商場赤字科款	47,809.84	
園藝保養合約	12,000.00	
冬季制服	3,440.00	
平台防水維修工程	8,480.00	
水泵系統及清洗水缸服務	18,960.00	
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	2,100.00	
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	
更換消防地喉工程	196,100.00	
冷氣系統保養	4,000.00	
維修冷氣系統	154,945.00	
更換排骨主喉	1,140.00	
維修喉管工程	4,900.00	
發送文件	500.00	
		2,025,832.84
		3,561,930.00



## 翠麗花園

(11) <u>二零二一年二月份應付款項(續)</u>	港幣	港幣
應付未付款項：		
維修防火設施系統	23,590.00	
常年法律服務	20,800.00	
購買垃圾袋	15,000.00	
更換食水皮芯閘制	500.00	
維修水泵	14,350.00	
保險費用	39,044.00	
	<hr/>	113,284.00
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	15,802.08	
	<hr/>	65,769.58
		<hr/> <hr/>
		3,740,983.58
(12) <u>二零二一年二月份應變基金</u>		
承上結餘	12,464,279.50	
本月收入	100.00	
結餘	<hr/>	
	12,464,379.50	
(13) <u>二零二一年二月份翠麗屋苑康樂活動基金</u>		
承上結餘	<hr/>	
結餘	12,625.95	
	<hr/>	
	12,625.95	
(14) <u>二零二一年二月份翠麗特別基金</u>		
承上結餘	13,480,484.00	
本月收入	82,550.00	
結餘	<hr/>	
	13,563,034.00	
	<hr/>	