



大廈名稱
NAME OF BUILDING

翠麗花園
TSUI LAI GARDEN

收支帳項
MONTH: 05/2020

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) | 65,528.59 |
| <u>TOTAL INCOME</u> | 總收入 | | <u>1,492,363.59</u> |
| <u>EXPENDITURE</u> | 支出 | | |
| Staff Costs | 員工開支 | (2) | 519,787.69 |
| Cleaning Charges | 清潔費 | (3) | 211,000.00 |
| Contract Maintenance | 合約保養 | (4) | 138,617.00 |
| Repairs | 修理費 | (5) | 24,740.00 |
| Depreciation | 折舊 | (6) | 529.90 |
| Electricity | 電費 | | 172,825.00 |
| Insurance | 保險費 | | 21,780.00 |
| Gardening & Decoration | 園藝及裝飾 | | 23,500.00 |
| Sundry Expenses | 雜項 | (7) | 21,662.40 |
| Manager's Remuneration | 經理人酬金 | | 53,000.00 |
| <u>TOTAL EXPENDITURE</u> | 總支出 | | <u>1,187,441.99</u> |
| Surplus / (Deficit) for the Month | 本期盈餘 / (赤字) | | 304,921.60 |
| Fund Transfer | 基金轉調 | | (70,300.00) |
| Surplus / (Deficit) B/F | 盈餘 / (赤字)滾存 | | (664,048.71) |
| <u>TOTAL SURPLUS / (DEFICIT)</u> | 盈餘 / (赤字)總額 | | <u><u>(429,427.11)</u></u> |



大廈名稱
NAME OF BUILDING

翠麗花園
TSUI LAI GARDEN

資產負債表
BALANCE SHEET

截至 2020年05月31日
AS AT 31/05/2020

| | <u>Note</u> | <u>HK\$</u> |
|--|-------------|----------------------|
| <u>FIXED ASSETS</u> | | <u>12,104.90</u> |
| <u>CURRENT ASSETS</u> | | |
| Cash at Bank & on Hand | (8) | 5,547,369.43 |
| Cash at Bank - Owners' Corporation | (9) | 24,861,629.39 |
| Account Receivable | (10) | 742,880.00 |
| Utility Deposits | | 539,100.00 |
| Prepayments | | 136,626.00 |
| Current Account with Manager | | (8,942.60) |
| | | <u>31,818,662.22</u> |
| <u>CURRENT LIABILITIES</u> | | |
| Receipt in Advance | | 75,027.00 |
| Accounts Payable & Accruals | (11) | 3,722,890.78 |
| | | <u>3,797,917.78</u> |
| <u>NET ASSETS / (LIABILITIES)</u> | | <u>28,032,849.34</u> |
| <u>REPRESENTED BY</u> | | |
| Operating Surplus /(Deficit) | | (429,427.11) |
| Various Deposits Received | | 2,452,247.00 |
| Contingency Fund | (12) | 13,059,319.50 |
| Estate Activities Recreational Fund | (13) | 12,625.95 |
| Special Fund for Tsui Lai Garden | (14) | 12,938,084.00 |
| | | <u>28,032,849.34</u> |



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: 05/2020

INCOME & EXPENDITURE ACCOUNT

| | | 共用 | 住宅 | 商場 | 車場 | 幼稚園 | 合共 |
|--|---------------------|---------------------|-----------------------|-------------------|--------------------|---------------------|---------------------|
| | | <u>COMMON</u> | <u>RESIDENTIAL</u> | <u>COMMERCIAL</u> | <u>CARPARK</u> | <u>KINDERGARTEN</u> | <u>TOTAL</u> |
| | | HKS | HKS | HKS | HKS | HKS | HKS |
| INCOME | 收入 | | | | | | |
| 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 | 1,383.59 | 64,145.00 | 0.00 | 0.00 | 0.00 | 65,528.59 |
| TOTAL INCOME | 總收入 | 1,383.59 | 1,296,990.00 | 130,206.00 | 59,965.00 | 3,819.00 | 1,492,363.59 |
| EXPENDITURE | 支出 | | | | | | |
| Staff Costs | 員工開支 | 290,178.06 | 191,427.97 | 0.00 | 38,181.66 | 0.00 | 519,787.69 |
| Cleaning Charges | 清潔費 | 69,672.20 | 136,917.90 | 3,038.40 | 1,371.50 | 0.00 | 211,000.00 |
| Contract Maintenance | 合約保養 | 2,100.00 | 131,959.80 | 4,557.20 | 0.00 | 0.00 | 138,617.00 |
| Repairs | 修理費 | 24,740.00 | 0.00 | 0.00 | 0.00 | 0.00 | 24,740.00 |
| Depreciation | 折舊 | 529.90 | 0.00 | 0.00 | 0.00 | 0.00 | 529.90 |
| Electricity | 電費 | 3,166.00 | 136,524.00 | 30,235.00 | 2,900.00 | 0.00 | 172,825.00 |
| Insurance | 保險費 | 20,799.20 | 858.20 | 0.00 | 122.60 | 0.00 | 21,780.00 |
| Gardening & Decoration | 園藝及裝飾 | 23,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 23,500.00 |
| Sundry Expenses | 雜項 | 6,034.60 | 14,637.80 | 990.00 | 0.00 | 0.00 | 21,662.40 |
| Manager's Remuneration | 經理人酬金 | 0.00 | 45,877.00 | 5,316.00 | 1,526.00 | 281.00 | 53,000.00 |
| TOTAL EXPENDITURE | 總支出 | 440,719.96 | 658,202.67 | 44,136.60 | 44,101.76 | 281.00 | 1,187,441.99 |
| Operating Surplus / (Deficit) before Fund Transfer | 基金轉調前盈餘 / (赤字) | (439,336.37) | 638,787.33 | 86,069.40 | 15,863.24 | 3,538.00 | 304,921.60 |
| Fund Transfer | 基金轉調 | (10,000.00) | (60,300.00) | 0.00 | 0.00 | 0.00 | (70,300.00) |
| Operating Surplus / (Deficit) | 本期盈餘 / (赤字) | (449,336.37) | 578,487.33 | 86,069.40 | 15,863.24 | 3,538.00 | 234,621.60 |
| Allocation For Common Deficit | 分攤共用收支虧損 | | | | | | |
| Residential 住宅 | SHARES | 20,159.00 | 86.56% | 388,945.56 | (388,945.56) | 0.00 | 0.00 |
| Commercial 商場 | SHARES | 2,335.00 | 10.03% | 45,068.44 | 0.00 | (45,068.44) | 0.00 |
| Carpark 車場 | SHARES | 670.00 | 2.88% | 12,940.89 | 0.00 | (12,940.89) | 0.00 |
| Kindergarten 幼稚園 | SHARES | 124.00 | 0.53% | 2,381.48 | 0.00 | 0.00 | (2,381.48) |
| | SHARES | 23,288.00 | 100.00% | | | | |
| Operating Surplus / (Deficit) | 本期盈餘 / (赤字) | 0.00 | 189,541.77 | 41,000.96 | 2,922.35 | 1,156.52 | 234,621.60 |
| Surplus / (Deficit) B/F | 盈餘 / (赤字) 滾存 | 0.00 | (1,256,331.51) | 591,712.28 | (33,509.89) | 34,080.41 | (664,048.71) |
| TOTAL SURPLUS / (DEFICIT) | 盈餘 / (赤字) 總額 | 0.00 | (1,066,789.74) | 632,713.24 | (30,587.54) | 35,236.93 | (429,427.11) |



大廈名稱
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翠麗花園
TSUI LAI GARDEN

收支帳項
MONTH: 05/2020

INCOME & EXPENDITURE ACCOUNT

| | | 共用 COMMON HK\$ | 住宅 RESIDENTIAL HK\$ |
|--|---------------------|----------------------|---------------------------|
| INCOME | 收入 | | |
| Management Fees | 管理費 | 0.00 | 1,232,845.00 |
| Sundry Income | 其他 | 1,383.59 | 64,145.00 |
| TOTAL INCOME | 總收入 | 1,383.59 | 1,296,990.00 |
| EXPENDITURE | 支出 | | |
| Staff Costs | 員工開支 | 290,178.06 | 191,427.97 |
| 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 | 24,740.00 | 0.00 |
| Depreciation | 折舊 | 529.90 | 0.00 |
| Electricity | 電費 | 3,166.00 | 136,524.00 |
| Insurance | 保險費 | 20,799.20 | 858.20 |
| Gardening & Decoration | 園藝及裝飾 | 23,500.00 | 0.00 |
| Sundry Expenses | 雜項 | 6,034.60 | 14,637.80 |
| Manager's Remuneration | 經理人酬金 | 0.00 | 45,877.00 |
| TOTAL EXPENDITURE | 總支出 | 440,719.96 | 658,202.67 |
| Operating Surplus / (Deficit) before Fund Transfer | 基金轉調前盈餘 / (赤字) | (439,336.37) | 638,787.33 |
| Fund Transfer | 基金轉調 | (10,000.00) | (60,300.00) |
| Operating Surplus / (Deficit) | 本期盈餘 / (赤字) | (449,336.37) | 578,487.33 |
| Allocation For Common Deficit | 分攤共用收支虧損 | | |
| Residential 住宅 | SHARES | 86.56% | (388,945.56) |
| Operating Surplus / (Deficit) | 本期盈餘 / (赤字) | | 189,541.77 |
| Surplus / (Deficit) B/F | 盈餘 / (赤字) 滾存 | | (1,256,331.51) |
| TOTAL SURPLUS / (DEFICIT) | 盈餘 / (赤字) 總額 | | (1,066,789.74) |



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Kenda Services Limited

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MONTH: 05/2020

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 | 1,383.59 | 0.00 |
| <u>TOTAL INCOME</u> | 總收入 | <u>1,383.59</u> | <u>130,206.00</u> |
| <u>EXPENDITURE</u> | 支出 | | |
| Staff Costs | 員工開支 | 290,178.06 | 0.00 |
| Cleaning Charges | 清潔費 | 69,672.20 | 3,038.40 |
| Contract Maintenance | 合約保養 | 2,100.00 | 4,557.20 |
| Repairs | 修理費 | 24,740.00 | 0.00 |
| Depreciation | 折舊 | 529.90 | 0.00 |
| Electricity | 電費 | 3,166.00 | 30,235.00 |
| Insurance | 保險費 | 20,799.20 | 0.00 |
| Gardening & Decoration | 園藝及裝飾 | 23,500.00 | 0.00 |
| Sundry Expenses | 雜項 | 6,034.60 | 990.00 |
| Manager's Remuneration | 經理人酬金 | 0.00 | 5,316.00 |
| <u>TOTAL EXPENDITURE</u> | 總支出 | <u>440,719.96</u> | <u>44,136.60</u> |
| Operating Surplus / (Deficit) before Fund Transfer | 基金轉調前盈餘 / (赤字) | (439,336.37) | 86,069.40 |
| Fund Transfer | 基金轉調 | (10,000.00) | 0.00 |
| Operating Surplus / (Deficit) | 本期盈餘 / (赤字) | <u>(449,336.37)</u> | <u>86,069.40</u> |
| Allocation For Common Deficit | 分攤共用收支虧損 | | |
| Commercial 商場 | SHARES 10.03% | | <u>(45,068.44)</u> |
| Operating Surplus / (Deficit) | 本期盈餘 / (赤字) | | 41,000.96 |
| Surplus / (Deficit) B/F | 盈餘 / (赤字) 滾存 | | <u>591,712.28</u> |
| <u>TOTAL SURPLUS / (DEFICIT)</u> | 盈餘 / (赤字) 總額 | | <u><u>632,713.24</u></u> |



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TSUI LAI GARDEN

收支帳項
MONTH: 05/2020

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 | 1,383.59 | 0.00 |
| <u>TOTAL INCOME</u> | 總收入 | 1,383.59 | 59,965.00 |
| <u>EXPENDITURE</u> | 支出 | | |
| Staff Costs | 員工開支 | 290,178.06 | 38,181.66 |
| 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 | 24,740.00 | 0.00 |
| Depreciation | 折舊 | 529.90 | 0.00 |
| Electricity | 電費 | 3,166.00 | 2,900.00 |
| Insurance | 保險費 | 20,799.20 | 122.60 |
| Gardening & Decoration | 園藝及裝飾 | 23,500.00 | 0.00 |
| Sundry Expenses | 雜項 | 6,034.60 | 0.00 |
| Manager's Remuneration | 經理人酬金 | 0.00 | 1,526.00 |
| <u>TOTAL EXPENDITURE</u> | 總支出 | 440,719.96 | 44,101.76 |
| Operating Surplus / (Deficit) before Fund Transfer | 基金轉調前盈餘 / (赤字) | (439,336.37) | 15,863.24 |
| Fund Transfer | 基金轉調 | (10,000.00) | 0.00 |
| Operating Surplus / (Deficit) | 本期盈餘 / (赤字) | (449,336.37) | 15,863.24 |
| Allocation For Common Deficit | 分攤共用收支虧損 | | |
| Carpark 車場 | SHARES | 2.88% | (12,940.89) |
| Operating Surplus / (Deficit) | 本期盈餘 / (赤字) | | 2,922.35 |
| Surplus / (Deficit) B/F | 盈餘 / (赤字) 滾存 | | (33,509.89) |
| <u>TOTAL SURPLUS / (DEFICIT)</u> | 盈餘 / (赤字) 總額 | | (30,587.54) |



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收支帳項
MONTH: 05/2020

INCOME & EXPENDITURE ACCOUNT

| | | 共用 COMMON HK\$ | 幼稚園 KINDERGARTEN HK\$ |
|--|---------------------|----------------------|-----------------------------|
| INCOME | 收入 | | |
| Management Fees | 管理費 | 0.00 | 3,819.00 |
| Sundry Income | 其他 | 1,383.59 | 0.00 |
| TOTAL INCOME | 總收入 | <u>1,383.59</u> | <u>3,819.00</u> |
| EXPENDITURE | 支出 | | |
| Staff Costs | 員工開支 | 290,178.06 | 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 | 24,740.00 | 0.00 |
| Depreciation | 折舊 | 529.90 | 0.00 |
| Electricity | 電費 | 3,166.00 | 0.00 |
| Insurance | 保險費 | 20,799.20 | 0.00 |
| Gardening & Decoration | 園藝及裝飾 | 23,500.00 | 0.00 |
| Sundry Expenses | 雜項 | 6,034.60 | 0.00 |
| Manager's Remuneration | 經理人酬金 | 0.00 | 281.00 |
| TOTAL EXPENDITURE | 總支出 | <u>440,719.96</u> | <u>281.00</u> |
| Operating Surplus / (Deficit) before Fund Transfer | 基金轉調前盈餘 / (赤字) | (439,336.37) | 3,538.00 |
| Fund Transfer | 基金轉調 | (10,000.00) | 0.00 |
| Operating Surplus / (Deficit) | 本期盈餘 / (赤字) | <u>(449,336.37)</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>(2,381.48)</u> |
| Operating Surplus / (Deficit) | 本期盈餘 / (赤字) | | 1,156.52 |
| Surplus / (Deficit) B/F | 盈餘 / (赤字) 滾存 | | <u>34,080.41</u> |
| TOTAL SURPLUS / (DEFICIT) | 盈餘 / (赤字) 總額 | | <u><u>35,236.93</u></u> |



翠麗花園

| | |
|-------------------------|-------------------|
| (1) <u>二零二零年五月份其他收入</u> | <u>港幣</u> |
| 牌照費 | 60,300.00 |
| 利息 | 1,383.59 |
| 其他 | 3,845.00 |
| | <u>65,528.59</u> |
| | |
| (2) <u>二零二零年五月份員工開支</u> | |
| <u>員工薪津</u> | |
| 薪酬及津貼 | 547,736.29 |
| 強積金/長期服務金 | 27,483.00 |
| 年賞預留 | 10,911.00 |
| 調整年賞預留 | (66,342.60) |
| | <u>519,787.69</u> |
| | |
| (3) <u>二零二零年五月份清潔費</u> | |
| 清潔合約 | <u>211,000.00</u> |
| | |
| (4) <u>二零二零年五月份合約保養</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 | 4,200.00 |
| 發電機保養 | 2,500.00 |
| 閉路電視及對講機保養合約 | 2,100.00 |
| | <u>138,617.00</u> |

翠麗花園

| | |
|----------------------------------|-----------------|
| (5) <u>二零二零年五月份修理費</u> 更換高位街燈 | 港幣 24,740.00 |
| (6) <u>二零二零年五月份基本建設</u> 折舊 | 529.90 |
| (7) <u>二零二零年五月份雜項</u> | |
| 物業稅 | 7,236.00 |
| 文具 | 2,840.60 |
| 電話費 | 1,832.00 |
| 銀行費用 | 790.80 |
| 交通費 | 500.00 |
| 印刷費 | 333.00 |
| 其他 | 8,130.00 |
| | 21,662.40 |



翠麗花園

| | | | | |
|----------------------------|---------------------|---------------------|----------------------|----|
| (8) <u>二零二零年五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 | 5,503,963.54 | | 1 |
| | 匯豐銀行 | 34,405.89 | | 2 |
| | | <u>5,538,369.43</u> | | |
| 現金 | | | 9,000.00 | |
| | | | <u>5,547,369.43</u> | |
| (9) <u>二零二零年五月份法團銀行存款</u> | | | | |
| 定期存款： | 中國銀行 | | 24,861,629.39 | |
| 儲蓄及往來存款： | 中國銀行 | | - | |
| | | | <u>24,861,629.39</u> | |
| (10) <u>二零二零年五月份應收款項</u> | | | | |
| | 保險賠償金 | | 396,544.50 | |
| | 應收管理費 | | 300,854.50 | |
| | 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 | | 1,101.00 | |
| | 補償醫療費用 | | 180.00 | |
| | | | <u>742,880.00</u> | |

翠麗花園

(11) 二零二零年五月份應付款項

按金：

| | |
|------------|------------|
| 牌照按金 | 149,600.00 |
| 裝修按金 | 132,600.00 |
| 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 |

港幣

409,648.00

預留款項：

| | |
|---------|------------|
| 長期服務金預留 | 630,592.36 |
| 電費預留 | 220,700.00 |
| 年假預留 | 83,900.00 |
| 物業稅預留 | 40,921.00 |
| 年賞預留 | 54,555.00 |
| 核數費預留 | 20,000.00 |
| 水費預留 | 12,200.00 |

1,062,868.36

應付未付款項：

| | |
|--------------------|------------|
| 臨時保安員服務 | 287,082.00 |
| 颱風山竹破壞後復修工程 | 16,500.00 |
| 清潔合約 | 633,000.00 |
| 外牆防水工程 | 230,260.00 |
| 升降機保養 | 682,461.00 |
| 商場赤字科款 | 47,809.84 |
| 園藝保養合約 | 47,000.00 |
| 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 | 18,960.00 |
| 公共天線及衛星電視保養 | 23,889.00 |
| 閉路電視及對講機保養合約 | 8,400.00 |
| 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 | 21,000.00 |
| 更換排骨主喉 | 1,140.00 |
| 緊急維修服務 | 1,600.00 |
| 維修喉管工程 | 102,000.00 |
| 發送文件 | 1,000.00 |
| 更換高位街燈 | 17,318.00 |

2,188,604.84

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 |

61,769.58

3,722,890.78

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翠麗花園

| | |
|--------------------------------|----------------------|
| (12) <u>二零二零年五月份應變基金</u> | 港幣 |
| 承上結餘 | 13,049,319.50 |
| 本月收入 | 10,000.00 |
| 結餘 | <u>13,059,319.50</u> |
| | |
| (13) <u>二零二零年五月份翠麗屋苑康樂活動基金</u> | |
| 承上結餘 | <u>12,625.95</u> |
| 結餘 | <u>12,625.95</u> |
| | |
| (14) <u>二零二零年五月份翠麗特別基金</u> | |
| 承上結餘 | 12,877,784.00 |
| 本月收入 | 60,300.00 |
| 結餘 | <u>12,938,084.00</u> |