



Income And Expenditure Account

Name of Building Tuen Mun Parklane Square
Base Period Sep 2022

	公共地方	寫字樓	寫字樓冷氣	商場	商場冷氣	停車場	合共
	Common HK\$	Office HK\$	Office Air-Conditioning HK\$	Commercial HK\$	Commercial Air-Conditioning HK\$	Carpark HK\$	Total HK\$
INCOME							
收入							
Management Fee	-	378,621.00	-	377,932.00	-	-	756,553.00
Car Park Management Fee	-	-	-	-	-	171,470.00	171,470.00
Air Conditioning	-	-	376,190.00	-	213,716.00	-	589,906.00
	-	378,621.00	376,190.00	377,932.00	213,716.00	171,470.00	1,517,929.00
Sundry Income							
其他							
Bank Interest Income	-	-	151.98	280.14	-	-	432.12
Extra Air Conditioning Charge	-	-	29,700.00	-	9,300.00	-	39,000.00
Car Park Licence Fee	10,000.00	-	-	-	-	-	10,000.00
Hourly Car Park Fee	33,283.80	-	-	-	-	-	33,283.80
Transmitting Equipment Licence Fee	-	-	-	-	-	21,580.00	21,580.00
Light Box Licence Fee	84,282.00	-	-	17,255.00	-	-	101,537.00
External Wall Advertisement	15,277.50	-	-	-	-	-	15,277.50
Directory	-	450.00	-	-	-	-	450.00
Sundry Income	18,720.00	-	-	67,645.64	-	3,293.10	89,658.74
	161,563.30	450.00	29,851.98	85,180.78	9,300.00	24,873.10	311,219.16
TOTAL INCOME	161,563.30	379,071.00	406,041.98	463,112.78	223,016.00	196,343.10	1,829,148.16
EXPENDITURE							
支出							
Staff Costs							
員工開支							
Basic Salaries	229,288.68	-	52,474.38	-	45,792.22	-	327,555.28
MPF	8,877.72	-	2,031.75	-	1,772.99	-	12,682.46
Staff Recruitment	493.20	-	-	-	-	-	493.20
Uniform & Laundry	1,368.50	-	313.19	-	273.31	-	1,955.00
Staff Benefits	98.00	-	-	-	-	-	98.00
Employees' Compensation Insurance (Staff Costs)	5,393.02	-	-	-	-	-	5,393.02
Medical Insurance (Staff Costs)	3,171.00	725.71	-	633.29	-	-	4,530.00
	248,690.12	725.71	54,819.32	633.29	47,838.52	-	352,706.96
Cleaning Charges							
清潔費							
Cleaning Charges	7,280.00	85,540.00	-	65,520.00	-	23,660.00	182,000.00
	7,280.00	85,540.00	-	65,520.00	-	23,660.00	182,000.00
Contract Maintenance							
合約保養							
Lift Maintenance	23,159.30	60,226.30	-	16,685.20	-	929.20	101,000.00
Air Conditioning Maintenance	-	-	14,165.70	-	6,364.30	-	20,530.00
Fire Services Maintenance	780.00	-	-	-	-	-	780.00
CCTV System Maintenance	630.00	-	-	-	-	-	630.00
Escalator Maintenance	34,208.00	-	-	17,104.00	-	-	51,312.00
Gondola System Maintenance	1,100.00	-	-	-	-	-	1,100.00
Generator Set Maintenance	950.00	-	-	-	-	-	950.00
Carpark Barrier System Maintenance	3,800.00	-	-	-	-	-	3,800.00
Contract Maintenance	841.85	1,192.60	-	330.40	-	15,018.40	17,383.25
	65,469.15	61,418.90	14,165.70	34,119.60	6,364.30	15,947.60	197,485.25
Repairs							
修理費							
Repair Air Conditioning	-	-	17,595.00	-	58,905.00	-	76,500.00
Repair Fire Services	1,200.00	-	-	-	-	-	1,200.00
Repair Water Pipe	76,000.00	-	-	-	-	-	76,000.00
Drainage Clearance	7,600.00	-	-	-	-	-	7,600.00
Repair Concrete Spalling	-	-	-	-	-	69,000.00	69,000.00
Repairs	4,739.00	3,098.00	-	-	-	-	7,837.00
	89,539.00	3,098.00	17,595.00	-	58,905.00	69,000.00	238,137.00
Electricity							
電費							
Electricity	1,144.00	47,650.92	310,220.23	46,564.46	139,374.31	38,143.08	583,097.00
Insurance							
保險費							
All Risk Insurance	8,455.29	-	-	-	-	-	8,455.29
Public Liability Insurance	2,752.75	-	-	-	-	-	2,752.75
Third Party Liability Insurance	291.96	-	-	-	-	-	291.96
Management Liability Insurance	3,345.00	-	-	-	-	-	3,345.00
	14,845.00	-	-	-	-	-	14,845.00
Sundry Expenses							
雜項							
Bank Charges	-	11.38	11.37	4.55	4.55	26.65	58.50
Printing & Stationery	2,165.80	-	-	-	-	-	2,165.80
Postage	27.80	190.16	-	74.87	-	424.97	717.80
Telephone	869.00	-	-	-	-	-	869.00
Sundry Expenses	899.75	2,193.18	-	196.82	-	-	3,289.75
Distilled Water	532.90	-	-	-	-	-	532.90
Travelling Expenses	180.00	-	-	-	-	-	180.00
	4,675.25	2,394.72	11.37	276.24	4.55	451.62	7,813.75
HQ Administration Fee							
總部行政費							
HQ Administration Fee	4,300.00	-	-	-	-	-	4,300.00
Manager's Remuneration	33,000.00	-	-	-	-	-	33,000.00
	37,300.00	-	-	-	-	-	37,300.00
TOTAL EXPENDITURE	468,942.52	200,828.25	396,811.62	147,113.59	252,486.68	147,202.30	1,613,384.96
Operating Surplus / (Deficit) before Fund Transfer	(307,379.22)	178,242.75	9,230.36	315,999.19	(29,470.68)	49,140.80	215,763.20
Fund Transfer	-	(18,931.05)	(18,809.50)	(18,896.60)	(10,685.80)	(8,573.50)	(75,896.45)
Operating Surplus / (Deficit)	(307,379.22)	159,311.70	(9,579.14)	297,102.59	(40,156.48)	40,567.30	139,866.75
Allocation For Common Deficit							
分攤公共地方收支虧損							
Office 寫字樓	46.82%	(143,914.95)	-	-	-	-	-
Commercial 商場	40.86%	-	-	(125,595.15)	-	-	-
Carpark 停車場	12.32%	37,869.12	-	-	-	(37,869.12)	-
	100.00%	-	-	-	-	-	-
Operating Surplus / (Deficit)	-	15,396.75	(9,579.14)	171,507.44	(40,156.48)	2,698.18	139,866.75
Surplus / (Deficit) B/F	-	(5,733,973.85)	12,945,512.07	20,861,689.62	(9,440,543.76)	(2,819,839.80)	15,810,844.28
TOTAL SURPLUS/(DEFICIT)	-	(5,718,577.10)	12,935,932.93	21,033,197.06	(9,480,700.24)	(2,819,141.62)	15,950,711.03

備註

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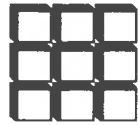
Income And Expenditure Account

Name of Building Tuen Mun Parklane Square
For the period from 01/04/2022 To 30/09/2022

	公共地方 Common HK\$	寫字樓 Office HK\$	寫字樓冷氣 Office Air- Conditioning HK\$	商場 Commercial HK\$	商場冷氣 Commercial Air- Conditioning HK\$	停車場 Carpark HK\$	合共 Total HK\$
INCOME							
Management Fee		2,271,726.00	-	2,267,592.00	-	-	4,539,318.00
Car Park Management Fee		-	-	-	-	1,028,820.00	1,028,820.00
Air Conditioning		-	2,257,140.00	-	1,282,296.00	-	3,539,436.00
		2,271,726.00	2,257,140.00	2,267,592.00	1,282,296.00	1,028,820.00	9,107,574.00
Sundry Income							
Bank Interest Income	22,433.40	-	9,412.79	17,179.73	-	-	49,025.92
Extra Air Conditioning Charge	-	-	130,200.00	-	45,900.00	-	176,100.00
Car Park Licence Fee	14,000.00	-	-	-	-	-	14,000.00
Hourly Car Park Fee	92,961.00	-	-	-	-	-	92,961.00
Transmitting Equipment Licence Fee	-	-	-	-	-	129,480.00	129,480.00
Light Box Licence Fee	502,535.14	-	-	85,694.80	-	-	588,229.94
External Wall Advertisement	91,665.00	-	-	-	-	-	91,665.00
Directory	-	2,700.00	-	-	-	-	2,700.00
Sundry Income	112,640.00	-	6,072.00	359,786.59	2,728.00	19,912.50	501,139.09
	836,234.54	2,700.00	145,684.79	462,661.12	48,628.00	149,392.50	1,645,300.95
TOTAL INCOME	836,234.54	2,274,426.00	2,402,824.79	2,730,253.12	1,330,924.00	1,178,212.50	10,752,874.95
EXPENDITURE							
Staff Costs							
Basic Salaries	1,360,485.97	-	311,378.20	-	270,841.25	-	1,942,705.42
Bonus	280.00	-	-	-	-	-	280.00
MPF	61,381.50	-	14,048.75	-	12,215.31	-	87,645.56
Staff Recruitment	1,801.20	-	-	-	-	-	1,801.20
Uniform & Laundry	7,346.69	-	1,070.31	-	934.00	-	9,351.00
Staff Benefits	3,052.00	-	-	-	-	-	3,052.00
Employees' Compensation Insurance (Staff Costs)	32,358.12	-	-	-	-	-	32,358.12
Medical Insurance (Staff Costs)	6,501.00	725.71	-	633.29	-	-	7,860.00
	1,473,206.48	725.71	326,497.26	633.29	283,990.56	-	2,085,053.30
Cleaning Charges							
Cleaning Charges	43,680.00	513,240.00	-	393,120.00	-	141,960.00	1,092,000.00
	43,680.00	513,240.00	-	393,120.00	-	141,960.00	1,092,000.00
Contract Maintenance							
Lift Maintenance	138,955.80	361,357.80	-	100,111.20	-	5,575.20	606,000.00
Air Conditioning Maintenance	-	-	75,472.20	-	33,907.80	-	109,380.00
Fire Services Maintenance	5,684.00	-	-	-	-	-	5,684.00
CCTV System Maintenance	3,690.00	-	-	-	-	-	3,690.00
Escalator Maintenance	205,248.00	-	-	102,624.00	-	-	307,872.00
Gondola System Maintenance	6,600.00	-	-	-	-	-	6,600.00
Generator Set Maintenance	5,700.00	-	-	-	-	-	5,700.00
Carpark Barrier System Maintenance	22,800.00	-	-	-	-	-	22,800.00
Contract Maintenance	5,051.10	7,155.60	-	1,982.40	-	90,110.40	104,299.50
	393,728.90	368,513.40	75,472.20	204,717.60	33,907.80	95,685.60	1,172,025.50
Repairs							
Repair Air Conditioning	-	-	159,666.00	1,700.00	208,434.00	-	369,800.00
Repair Fire Services	15,350.00	-	-	-	-	1,200.00	16,550.00
Repair Water Pipe	560,400.00	-	-	-	-	-	560,400.00
Repair Water Pump	102,000.00	-	-	-	-	-	102,000.00
Repair CCTV System	-	1,400.00	-	-	-	9,300.00	10,700.00
Repair Escalator	223,000.00	-	-	62,800.00	-	-	285,800.00
Drainage Clearance	7,600.00	-	-	-	-	3,000.00	10,600.00
WaterProofing Work	-	67,392.00	-	10,608.00	-	-	78,000.00
Repair Concrete Spalling	-	-	-	-	-	69,000.00	69,000.00
Lighting Equipment	395.92	-	-	-	-	-	395.92
Repairs	54,900.27	15,092.00	13,595.76	2,302.50	6,108.24	2,231.00	94,229.77
	963,646.19	83,884.00	173,261.76	77,410.50	214,542.24	84,731.00	1,597,475.69
Electricity	6,432.00	270,377.25	1,613,511.27	261,256.76	724,910.86	217,788.86	3,094,277.00
Water Charges	-	617.00	-	270.00	-	251.20	1,138.20
Insurance							
All Risk Insurance	50,554.34	-	-	-	-	-	50,554.34
Public Liability Insurance	16,183.72	-	-	-	-	-	16,183.72
Third Party Liability Insurance	1,669.66	-	-	-	-	-	1,669.66
Employees' Compensation Insurance	(3,806.14)	-	-	-	-	-	(3,806.14)
Medical Insurance	1,020.00	-	-	-	-	-	1,020.00
Management Liability Insurance	20,070.00	-	-	-	-	-	20,070.00
	85,691.58	-	-	-	-	-	85,691.58
Sundry Expenses							
Bank Charges	2,152.90	34.13	34.12	13.65	13.65	79.95	2,328.40
Legal Fee	2,915.00	-	-	-	-	-	2,915.00
Printing & Stationery	10,557.63	1,070.71	-	421.52	-	2,392.77	14,442.63
Postage	260.50	1,204.01	-	507.70	-	2,533.49	4,505.70
Rent & Rates	17,165.00	-	-	-	-	3,726.00	20,891.00
Telephone	4,243.00	-	-	-	-	-	4,243.00
Sundry Expenses	10,955.92	4,994.38	-	2,054.70	-	-	18,005.00
Distilled Water	1,639.95	-	-	-	-	-	1,639.95
Travelling Expenses	1,060.00	-	-	-	-	-	1,060.00
	50,949.90	7,303.23	34.12	2,997.57	13.65	8,732.21	70,030.68
HQ Administration Fee	25,800.00	-	-	-	-	-	25,800.00
Manager's Remuneration	198,000.00	-	-	-	-	-	198,000.00
TOTAL EXPENDITURE	3,241,135.05	1,244,660.59	2,188,776.61	940,405.72	1,257,365.11	549,148.87	9,421,491.95
Operating Surplus / (Deficit) before Fund Transfer	(2,404,900.51)	1,029,765.41	214,048.18	1,789,847.40	73,558.89	629,063.63	1,331,383.00
Fund Transfer	-	(113,586.30)	(112,857.00)	(113,379.60)	(64,114.80)	(51,441.00)	(455,378.70)
Operating Surplus / (Deficit)	(2,404,900.51)	916,179.11	101,191.18	1,676,467.80	9,444.09	577,622.63	876,004.30
Allocation For Common Deficit							
Office 寫字樓	1,125,974.42	(1,125,974.42)	-	-	-	-	-
Commercial 商場	982,642.33	-	-	(982,642.33)	-	-	-
Carpark 停車場	296,283.76	-	-	-	-	(296,283.76)	-
Operating Surplus / (Deficit)	-	(209,795.31)	101,191.18	693,825.47	9,444.09	281,338.87	876,004.30
Surplus / (Deficit) B/F	-	(5,508,781.79)	12,834,741.75	20,339,371.59	(9,490,144.33)	(3,100,480.49)	15,074,706.73
TOTAL SURPLUS/(DEFICIT)	-	(5,718,577.10)	12,935,932.93	21,033,197.06	(9,480,700.24)	(2,819,141.62)	15,950,711.03

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佳定物業管理有限公司
Guardian Property Management Limited

大廈名稱
NAME OF BUILDING

屯門栢麗廣場
TUEN MUN PARKLANE SQUARE

資產負債表
BALANCE SHEET

截至 2022年09月30日
AS AT 30/09/2022

		寫字樓 Office HK\$	寫字樓冷氣 Office Air- Conditioning HK\$	商場 Commercial HK\$	商場冷氣 Commercial Air- Conditioning HK\$	停車場 Carpark HK\$	合共 Total HK\$
FIXED ASSETS	固定資產	26,714.09	0.00	23,313.49	0.00	7,029.42	57,057.00
CURRENT ASSETS	流動資產						
Cash at Bank & on Hand	銀行存款及現金	83,708.98	122.99	73,279.44	0.00	20,163.79	177,275.20
Cash at Bank - Owners' Corporation	銀行存款 - 法團	17,314,278.04	4,437,279.16	2,824,251.12	3,200,574.66	895,166.78	28,671,549.76
Account Receivable	應收款項	128,658.46	145,368.00	311,329.90	138,831.00	48,288.68	772,476.04
Temporary Payment	暫付帳	7,257.10	0.00	6,333.30	0.00	1,909.60	15,500.00
Utility Deposits	水電按金	683,494.80	0.00	304,221.75	0.00	229,638.45	1,217,355.00
Prepayments	預付費用	49,722.62	0.00	43,393.15	0.00	13,083.79	106,199.56
Current Account with Manager	經理人來往帳	1,333,182.50	(1,797,278.69)	1,162,854.28	(1,566,731.71)	350,572.61	(517,401.01)
Current Account with Ex-Mgt Company	前管理公司來往帳	(20,761,108.37)	11,559,203.54	21,574,056.41	(10,087,495.41)	(2,348,504.31)	(63,848.14)
		<u>(1,160,805.87)</u>	<u>14,344,695.00</u>	<u>26,299,719.35</u>	<u>(8,314,821.46)</u>	<u>(789,680.61)</u>	<u>30,379,106.41</u>
CURRENT LIABILITIES	流動負債						
Receipt in Advance	預收款項	239,488.13	(7,555.00)	201,999.88	(5,530.00)	72,042.06	500,445.07
Temporary Receipt	暫收帳	380,034.60	0.00	72,296.04	0.00	4,030.36	456,361.00
Accounts Payable & Accruals	應付款項	2,935,983.96	1,360,736.13	1,925,916.69	730,604.43	448,482.22	7,401,723.43
		<u>3,555,506.69</u>	<u>1,353,181.13</u>	<u>2,200,212.61</u>	<u>725,074.43</u>	<u>524,554.64</u>	<u>8,358,529.50</u>
NET ASSETS / (LIABILITIES)	資產/(負債)淨值	<u>(4,689,598.47)</u>	<u>12,991,513.87</u>	<u>24,122,820.23</u>	<u>(9,039,895.89)</u>	<u>(1,307,205.83)</u>	<u>22,077,633.91</u>
REPRESENTED BY	代表						
Operating Surplus /(Deficit)	盈餘/(赤字)	(5,718,577.10)	12,935,932.93	21,033,197.06	(9,480,700.24)	(2,819,141.62)	15,950,711.03
Various Deposits Received	各類按金	853,797.00	0.00	978,588.00	0.00	257,400.00	2,089,785.00
Major Repairs Reserve	大型維修儲備金	175,181.63	55,580.94	2,111,035.17	440,804.35	1,254,535.79	4,037,137.88
		<u>(4,689,598.47)</u>	<u>12,991,513.87</u>	<u>24,122,820.23</u>	<u>(9,039,895.89)</u>	<u>(1,307,205.83)</u>	<u>22,077,633.91</u>

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GUARDIAN PROPERTY MANAGEMENT LIMITED
佳 定 物 業 管 理 有 限 公 司

TUEN MUN PARKLANE SQUARE
屯門栢麗廣場

ACCOUNT BREAKDOWN FOR THE MONTH OF SEPTEMBER 2022
二零二二年九月份賬目明細表

法團銀行戶口交易資料乃參考附表所列的銀行結單編製

銀行	戶口號碼	法團戶口最新結單
匯豐銀行	747-052991-838	收到截至 30/09/2022
交通銀行	382-570-1025243-03	定期單截至 24/08/2022 (由24/08/2022至24/11/2022)
交通銀行	382-570-1025243-03	定期單截至 11/07/2022 (由11/07/2022至11/01/2023)
交通銀行	382-570-1025243-03	定期單截至 31/08/2022 (由31/08/2022至30/11/2022)
交通銀行	382-570-1025243-03	定期單截至 28/09/2022 (由28/09/2022至28/12/2022)
交通銀行	382-570-1025243-02	收到截至 20/10/2022