



Income And Expenditure Account

Name of Building Tuen Mun Parklane Square
Base Period Dec 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	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	-	-	28,283.51	52,572.76	-	-	80,856.27
Extra Air Conditioning Charge	-	-	45,450.00	-	18,300.00	-	63,750.00
Car Park Licence Fee	10,000.00	-	-	-	-	-	10,000.00
Hourly Car Park Fee	14,731.20	-	-	-	-	-	14,731.20
Transmitting Equipment Licence Fee	-	-	-	-	-	21,580.00	21,580.00
Light Box Licence Fee	85,191.00	-	-	18,382.00	-	-	103,573.00
External Wall Advertisement	15,277.50	-	-	-	-	-	15,277.50
Sundry Income	18,720.00	-	-	57,310.75	-	3,328.50	79,359.25
	143,919.70	-	73,733.51	128,265.51	18,300.00	24,908.50	389,127.22
TOTAL INCOME	143,919.70	378,621.00	449,923.51	506,197.51	232,016.00	196,378.50	1,907,056.22
EXPENDITURE	支出						
Staff Costs	員工開支						
Basic Salaries	232,916.48	-	53,304.61	-	46,516.74	-	332,737.83
MPF	13,578.62	-	3,107.57	-	2,711.84	-	19,398.03
Uniform & Laundry	3,394.63	-	673.90	-	588.08	-	4,656.61
Staff Benefits	336.00	-	76.90	-	67.10	-	480.00
Employees' Compensation Insurance (Staff Costs)	5,393.02	-	-	-	-	-	5,393.02
	255,618.75	-	57,162.98	-	49,883.76	-	362,665.49
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 Lift	-	-	-	58,000.00	-	-	58,000.00
Repair Air Conditioning	-	-	-	-	82,800.00	-	82,800.00
Gondola System Repairs	27,000.00	-	-	-	-	-	27,000.00
Drainage Clearance	-	-	-	3,600.00	-	-	3,600.00
Lighting Equipment	-	-	-	734.98	-	-	734.98
	27,000.00	-	-	62,334.98	82,800.00	-	172,134.98
Electricity	電費						
Electricity	1,236.00	92,949.67	135,932.59	34,981.67	73,927.50	40,208.57	379,236.00
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
Gardening & Decoration	園藝及裝飾						
Festival Decoration	5,901.95	-	-	167.20	-	-	6,069.15
	5,901.95	-	-	167.20	-	-	6,069.15
Sundry Expenses	雜項						
Bank Charges	185.85	14.95	14.95	5.85	5.85	27.95	255.40
Legal Fee	583.00	-	-	-	-	-	583.00
Printing & Stationery	2,564.56	-	-	-	-	-	2,564.56
Postage	-	227.07	-	89.39	-	507.44	823.90
Telephone	869.00	-	-	-	-	-	869.00
Sundry Expenses	661.35	176.80	-	1,403.93	-	-	2,242.08
Distilled Water	54.62	-	-	-	-	-	54.62
Travelling Expenses	722.70	-	-	-	-	-	722.70
Miscellaneous - Walkie Talkie	2,200.00	-	-	-	-	-	2,200.00
	7,841.08	418.82	14.95	1,499.17	5.85	535.39	10,315.26
HQ Administration Fee	4,300.00	-	-	-	-	-	4,300.00
Manager's Remuneration	33,000.00	-	-	-	-	-	33,000.00
TOTAL EXPENDITURE	422,491.93	240,327.39	207,276.22	198,622.62	212,981.41	80,351.56	1,362,051.13
Operating Surplus / (Deficit) before Fund Transfer	(278,572.23)	138,293.61	242,647.29	307,574.89	19,034.59	116,026.94	545,005.09
Fund Transfer	-	(18,931.05)	(18,809.50)	(18,896.60)	(10,685.80)	(8,573.50)	(75,896.45)
Operating Surplus / (Deficit)	(278,572.23)	119,362.56	223,837.79	288,678.29	8,348.79	107,453.44	469,108.64
Allocation For Common Deficit	分攤公共地方收支虧損						
Office 寫字樓	46.82%	130,427.52	(130,427.52)	-	-	-	-
Commercial 商場	40.86%	113,824.61	-	(113,824.61)	-	-	-
Carpark 停車場	12.32%	34,320.10	-	-	-	(34,320.10)	-
	100.00%						
Operating Surplus / (Deficit)	-	(11,064.96)	223,837.79	174,853.68	8,348.79	73,133.34	469,108.64
Surplus / (Deficit) B/F	-	(5,808,783.28)	13,001,874.21	21,209,488.10	(9,433,600.65)	(2,715,176.82)	16,253,801.56
TOTAL SURPLUS/(DEFICIT)	-	(5,819,848.24)	13,225,712.00	21,384,341.78	(9,425,251.86)	(2,642,043.48)	16,722,910.20

備註

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Income And Expenditure Account

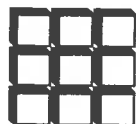
Name of Building Tuen Mun Parklane Square

For the period from 01/04/2022 To 31/12/2022

	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	-	3,407,589.00	-	3,401,388.00	-	-	6,808,977.00
Car Park Management Fee	-	-	-	-	-	1,543,230.00	1,543,230.00
Air Conditioning	-	-	3,385,710.00	-	1,923,444.00	-	5,309,154.00
	-	3,407,589.00	3,385,710.00	3,401,388.00	1,923,444.00	1,543,230.00	13,661,361.00
Sundry Income							
Bank Interest Income	22,433.40	-	54,166.62	100,393.50	-	-	176,993.52
Extra Air Conditioning Charge	-	-	232,650.00	-	82,500.00	-	315,150.00
Car Park Licence Fee	54,000.00	-	-	-	-	-	54,000.00
Hourly Car Park Fee	137,055.60	-	-	-	-	-	137,055.60
Transmitting Equipment Licence Fee	-	-	-	-	-	194,220.00	194,220.00
Light Box Licence Fee	758,111.34	-	-	140,842.00	-	-	898,953.34
External Wall Advertisement	137,497.50	-	-	-	-	-	137,497.50
Directory	-	4,050.00	-	-	-	-	4,050.00
Sundry Income	168,800.00	-	6,072.00	517,630.54	2,728.00	29,916.30	725,146.84
	1,277,897.84	4,050.00	292,888.62	758,866.04	85,228.00	224,136.30	2,643,066.80
TOTAL INCOME	1,277,897.84	3,411,639.00	3,678,598.62	4,160,254.04	2,008,672.00	1,767,366.30	16,304,427.80
EXPENDITURE							
Staff Costs							
Basic Salaries	2,108,429.93	-	482,550.54	-	420,216.34	-	3,011,196.81
Bonus	280.00	-	-	-	-	-	280.00
MPF	101,542.55	-	23,239.96	-	20,235.98	-	145,018.49
Staff Recruitment	1,801.20	-	-	-	-	-	1,801.20
Uniform & Laundry	12,029.32	-	2,038.97	-	1,779.32	-	15,847.61
Staff Benefits	3,633.00	-	76.90	-	67.10	-	3,777.00
Employees' Compensation Insurance (Staff Costs)	48,537.18	-	-	-	-	-	48,537.18
Medical Insurance (Staff Costs)	6,501.00	725.71	-	633.29	-	-	7,860.00
	2,282,754.18	725.71	507,906.37	633.29	442,298.74	-	3,234,318.29
Cleaning Charges							
Cleaning Charges	65,520.00	769,860.00	-	589,680.00	-	212,940.00	1,638,000.00
	65,520.00	769,860.00	-	589,680.00	-	212,940.00	1,638,000.00
Contract Maintenance							
Lift Maintenance	208,433.70	542,036.70	-	150,166.80	-	8,362.80	909,000.00
Air Conditioning Maintenance	-	-	145,569.30	-	65,400.70	-	210,970.00
Fire Services Maintenance	8,024.00	-	-	-	-	-	8,024.00
CCTV System Maintenance	5,580.00	-	-	-	-	-	5,580.00
Escalator Maintenance	307,872.00	-	-	153,936.00	-	-	461,808.00
Gondola System Maintenance	9,900.00	-	-	-	-	-	9,900.00
Generator Set Maintenance	8,550.00	-	-	-	-	-	8,550.00
Carpark Barrier System Maintenance	34,200.00	-	-	-	-	-	34,200.00
Contract Maintenance	7,576.65	10,733.40	-	2,973.60	-	135,165.60	156,449.25
	590,136.35	552,770.10	145,569.30	307,076.40	65,400.70	143,528.40	1,804,481.25
Repairs							
Repair Lift	-	-	-	58,000.00	-	-	58,000.00
Repair Air Conditioning	-	-	159,666.00	1,700.00	291,234.00	-	452,600.00
Repair Fire Services	267,350.00	-	-	-	-	1,200.00	268,550.00
Repair Water Pipe	560,400.00	-	-	-	-	-	560,400.00
Repair Water Pump	157,400.00	-	-	-	-	-	157,400.00
Repair CCTV System	-	1,862.35	-	1,200.00	-	11,100.00	14,162.35
Gondola System Repairs	27,000.00	-	-	-	-	-	27,000.00
Repair Escalator	223,000.00	-	-	62,800.00	-	-	285,800.00
Drainage Clearance	7,600.00	-	-	3,600.00	-	3,000.00	14,200.00
WaterProofing Work	-	67,392.00	-	10,608.00	-	-	78,000.00
Repair Concrete Spalling	-	-	-	-	-	69,000.00	69,000.00
Lighting Equipment Repairs	395.92	580.00	-	734.98	-	-	1,710.90
	55,260.27	16,870.50	13,595.76	4,717.23	6,108.24	3,106.68	99,658.68
	1,298,406.19	86,704.85	173,261.76	143,360.21	297,342.24	87,406.68	2,086,481.93
Electricity	9,997.00	458,765.37	2,291,447.29	387,903.88	1,042,347.13	329,984.33	4,520,445.00
Water Charges	-	1,815.20	-	793.20	-	476.20	3,084.60
Insurance							
All Risk Insurance	75,920.21	-	-	-	-	-	75,920.21
Public Liability Insurance	24,441.97	-	-	-	-	-	24,441.97
Third Party Liability Insurance	2,545.54	-	-	-	-	-	2,545.54
Employees' Compensation Insurance	(3,806.14)	-	-	-	-	-	(3,806.14)
Medical Insurance	1,020.00	-	-	-	-	-	1,020.00
Management Liability Insurance	30,105.00	-	-	-	-	-	30,105.00
	130,226.58	-	-	-	-	-	130,226.58
Gardening & Decoration							
Gardening & Decoration	-	-	-	91.00	-	-	91.00
Festival Decoration	5,901.95	-	-	6,195.09	-	-	12,097.04
	5,901.95	-	-	6,286.09	-	-	12,188.04
Sundry Expenses							
Bank Charges	2,338.75	78.00	78.00	30.87	30.88	163.80	2,720.30
Legal Fee	4,085.00	-	-	-	-	-	4,085.00
Printing & Stationery	15,285.71	1,528.33	3.81	1,155.15	3.33	2,392.77	20,369.10
Postage	480.50	1,845.01	-	760.04	-	3,965.95	7,051.50
Rent & Rates	25,732.00	-	-	-	-	5,644.00	31,376.00
Telephone	6,850.00	-	-	-	-	-	6,850.00
Sundry Expenses	12,386.86	8,962.51	76.34	5,573.50	184.31	218.35	27,401.87
Distilled Water	1,807.62	-	-	-	-	-	1,807.62
Property Tax	51,361.52	-	-	45,182.48	-	5,803.00	102,347.00
Travelling Expenses	2,022.20	-	-	-	-	-	2,022.20
Miscellaneous - Walkie Talkie	2,200.00	-	-	-	-	-	2,200.00
	124,550.16	12,413.85	158.15	52,702.04	218.52	18,187.87	208,230.59
HQ Administration Fee	38,700.00	-	-	-	-	-	38,700.00
Manager's Remuneration	297,000.00	-	-	-	-	-	297,000.00
TOTAL EXPENDITURE	4,843,192.41	1,883,055.08	3,118,342.87	1,488,435.11	1,847,607.33	792,523.48	13,973,156.28
Operating Surplus / (Deficit) before Fund Transfer	(3,565,294.57)	1,528,583.92	560,255.75	2,671,818.93	161,064.67	974,842.82	2,331,271.52
Fund Transfer	-	(170,379.45)	(169,285.50)	(170,069.40)	(96,172.20)	(77,161.50)	(683,068.05)
Operating Surplus / (Deficit)	(3,565,294.57)	1,358,204.47	390,970.25	2,501,749.53	64,892.47	897,681.32	1,648,203.47
Allocation For Common Deficit							
Office 寫字樓	1,669,270.92	(1,669,270.92)	-	-	-	-	-
Commercial 商場	40,866.00	-	-	(1,456,779.34)	-	-	-
Carpark 停車場	12.32%	439,244.31	-	-	-	(439,244.31)	-
	100.00%						
Operating Surplus / (Deficit)	-	(311,066.45)	390,970.25	1,044,970.19	64,892.47	458,437.01	1,648,203.47
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)	-	(5,819,848.24)	13,225,712.00	21,384,341.78	(9,425,251.86)	(2,642,043.48)	16,722,910.20

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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12月31日
AS AT 31/12/2022

		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	744,924.62	107,793.70	641,026.17	48,398.61	193,783.58	1,735,926.68
Cash at Bank - Owners' Corporation	銀行存款 - 法團	15,205,101.67	3,760,416.11	1,532,086.33	2,876,221.92	610,122.85	23,983,948.88
Account Receivable	應收款項	89,595.12	128,237.00	312,337.42	128,858.00	55,850.41	714,877.95
Temporary Payment	暫付帳	64,046.25	0.00	12,258.22	0.00	3,696.06	80,000.53
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	22,790.90	0.00	19,889.74	0.00	5,997.11	48,677.75
Current Account with Manager	經理人來往帳	1,750,767.73	(1,977,642.24)	1,527,282.56	(1,724,127.47)	460,454.09	36,734.67
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)
		(2,200,387.28)	13,578,008.11	25,923,158.60	(8,758,144.35)	(788,961.76)	27,753,673.32
CURRENT LIABILITIES	流動負債						
Receipt in Advance	預收款項	130,488.14	(39,370.00)	(1,517.85)	(9,664.00)	6,184.78	86,121.07
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	2,049,880.53	279,656.67	1,345,039.15	121,109.76	312,239.71	4,107,925.82
		2,560,403.27	240,286.67	1,415,817.34	111,445.76	322,454.85	4,650,407.89
NET ASSETS / (LIABILITIES)	資產/(負債)淨值	(4,734,076.46)	13,337,721.44	24,530,654.75	(8,869,590.11)	(1,104,387.19)	23,160,322.43
REPRESENTED BY	代表						
Operating Surplus / (Deficit)	盈餘/(赤字)	(5,819,848.24)	13,225,712.00	21,384,341.78	(9,425,251.86)	(2,642,043.48)	16,722,910.20
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	231,974.78	112,009.44	2,167,724.97	472,861.75	1,280,256.29	4,264,827.23
Suspense Account	暫記帳	0.00	0.00	0.00	82,800.00	0.00	82,800.00
		(4,734,076.46)	13,337,721.44	24,530,654.75	(8,869,590.11)	(1,104,387.19)	23,160,322.43

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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 DECEMBER 2022
二零二二年十二月份賬目明細表

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 31/12/2022
交通銀行	382-570-1025243-03	定期單截至 24/11/2022 (由24/11/2022至24/05/2023)
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 05/12/2022 (由05/12/2022至06/03/2023)
交通銀行	382-570-1025243-03	定期單截至 28/12/2022 (由28/12/2022至28/06/2023)
交通銀行	382-570-1025243-02	收到截至 20/01/2023