



PEACE OF MIND FOR UNIT OWNERS

## Body Corporate Management Fees

Services and fees may vary according to the size of a group. Fees for additional duties by UnitCare are by negotiation.

### Services

#### PROTECTION...

Money Back Performance Guarantee	✓
Three (3) month money back trial	✓
Financial reports to monitor expenditure	Monthly ledger to Treasurer Annually to owners
Activity reports to monitor manager's service	Monthly to Treasurer, Annually to owners
Trust Account Auditor's report to Treasurer	Yes – no fee for report
Committee / P.O. approve any extraordinary payments	✓

#### INFORMATION...

Unit Owners Kit (inc. Notes for Owners)	✓
Newsletters (regular)	✓
Web site (working)	✓

#### FEES...

<b>Option 1 PrimeCare - Fixed Management Fee per unit/year</b>	<b>\$59.50/unit/quarter</b> (\$238/pa) Full service -min fee is 7 units
<b>Option 2 SelectCare -Time based fee option.</b>	<b>\$168/hour</b> Pay only for time used. Full report on activities and time taken.
<b>Option 3 GroupAssist – limited service low fee</b>	<b>\$43.63 unit/quarter</b> (\$178.50/pa) <b>25% discount on PrimeCare fee</b> Inc Financial & Secretarial service.

<b>Meeting Fees</b>	At UnitCare \$135 for 1 <sup>st</sup> 1.5 hrs commencing before 5.35pm \$195 for 1 <sup>st</sup> 1.5 hrs after 5:35pm Other venues \$195 for 1 <sup>st</sup> 1.5 hrs
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<b>Maintenance - comments</b>	No commissions or ownership of maintenance firm.
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<b>Annual on site Visit option</b>	By negotiation
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<b>Fee for overdue account notices</b> <i>all fees billed to owner</i>	\$12 recovered from owner \$39 to send to debt recovery
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<b>Bank account management fees Transaction fees</b>	No Account Management Fee As charged by Bank SA
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<b>Copying, Postage &amp; Faxes</b>	As incurred
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<b>Annual Audit</b>	\$24/unit/annum - inc reconciliation & records archiving
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<b>To act as the public officer for taxation purposes</b>	\$207 includes tax compliance/dealing with ATO
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<b>24 Hour emergency maintenance</b>	✓
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<b>Convenient Payment of fees</b>	BPay, Credit Card, Cheque, Bank SA
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<b>Comments</b>	
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