



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</b> PrimeCare - Fixed Management Fee per unit/year	\$58.25/unit/quarter (\$233/pa) Full service -min fee is 7 units
<b>Option 2</b> SelectCare -Time based fee option.	\$165/hour Pay only for time used. Full report on activities and time taken.
<b>Option 3</b> GroupAssist – limited service low fee	\$43.75 unit/quarter (\$175/pa) 25% discount on PrimeCare fee Inc Financial & Secretarial service.

Meeting Fees	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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Maintenance - comments	No commissions or ownership of maintenance firm.
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Annual on site Visit option	By negotiation
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Fee for overdue account notices <i>all fees billed to owner</i>	\$12 recovered from owner \$39 to send to debt recovery
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Bank account management fees Transaction fees	No Account Management Fee As charged by Bank SA
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Copying, Postage & Faxes	As incurred
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Annual Audit	\$23/unit/annum - inc reconciliation & records archiving
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To act as the public officer for taxation purposes	\$205 includes tax compliance/dealing with ATO
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24 Hour emergency maintenance	✓
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Convenient Payment of fees	BPay, Credit Card, Cheque, Bank SA
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Comments	
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