

# Annotated service charge estimate

1. Contains information used to identify you (payment ref.) and your building (property ref.). It also includes the financial year that the statement refers to.
2. The total estimated and actual costs for items that everyone on your estate contributes to.
3. The total estimated and actual costs for items that everyone in your block contributes to.
4. Breakdown of estimated costs for the previous service charge year.
5. Breakdown of estimated costs for the current service charge year.
6. Percentage of the cost in question that you pay, according to your lease.
7. Your annual expenditure on each schedule item.
8. Your monthly expenditure on each schedule item.
9. Your total monthly service charge.
10. Your total annual service charge.



## SERVICE CHARGE BUDGET:

Address of property

1 April 2016 to 31 March 2017

Name  
Address 1  
Address 2  
Postcode

Payment Reference: 12345678  
Property Reference: 12345678  
Scheme Code: ABCDE01  
Scheme Name: SCHEMENAME  
Year: 2016

Service Description	Estimate Previous Year	Estimate	%age	Annual charge	Period charge
Bulk Refuse Collection	500	600	1.11%	6.66	0.56
Cleaning	2,000		1.11%		
Communal Water Charges	500		1.11%		
Electricity	500		1.11%		
Estate Maintenance	9,000	1,000	1.11%	11.10	0.93
Examination Fee	155	180	1.11%	2.00	0.17
Gardening	5,000	5,000	1.11%	55.50	4.63
Nhho Block Insurance		9,075	1.11%	100.73	8.39
Pest Control	3,713	9,000	1.11%	99.90	8.33
Sinking Fund	5,000	5,000	1.11%	55.50	4.63
Standard Management Fee	7,700	6,300	1.11%	69.93	5.83
<b>Total costs covering the whole scheme</b>	<b>34,068</b>	<b>36,155</b>		<b>401.32</b>	<b>33.44</b>
<b>Costs covering only HALEY COURT</b>					
Bulk Refuse Collection		300	6.48%	19.44	1.62
Cleaning	2,500	1,800	6.48%	116.64	9.72
Door Entry Maintenance		500	6.48%	32.40	2.70
Electricity	550	450	6.48%	29.16	2.43
Fire Alarm Maintenance	500		6.48%		
Fire Safety Assessment		500	6.48%	32.40	2.70
General Repairs	1,200	2,000	6.48%	129.60	10.80
Nhho Block Insurance	2,030	2,310	6.48%	149.69	12.47
Sinking Fund Contribution		7,730	6.48%	500.90	41.74
Standard Management Fee	2,618	2,646	6.48%	171.46	14.29
Transfer To Cyclical Maintenance Fund	7,000		6.48%		
Tv Aerial Or Licence	250	150	6.48%	9.72	0.81
<b>Total costs covering this part of the scheme</b>	<b>16,648</b>	<b>18,386</b>		<b>1,191.41</b>	<b>99.28</b>