

How to Read

Owner Statement - Simple by Building

Description:

The Owner Statement Simple by Building displays transaction details with a running ledger of the portfolio's balance, grouped and totaled by individual building. Additionally, it can include a table of all unpaid bills.

A. Company Information

This section includes Cornerstone Select Properties company name, address, and logo

B. Owner Information

This section includes the owner's name, address, and the statement Time Frame.

C. Notice to Owner

D. Managed Properties

This section lists all properties that are assigned to the portfolio.

E. Building Details

This section lists all transactions that affect the portfolio's balance and are assigned to a specific building, separated by building.

F. Portfolio Details

This section lists all transactions that affect the portfolio's balance and are not assigned to a specific building or unit.

Cornerstone Select Properties

105 Parkdale Ave North
Hamilton, ON L8H 5X1

ph. (289) 780-0748 fax (289) 780-0741
www.CornerstoneSelect.ca



A

Jane & John Doe
123 Anywhere St.
Hometown, ON A1B 2C3

OWNER STATEMENT

Report Period: 09/11/2019 - 10/10/2019

B

Thank You. We Appreciate Your Business!!! ***THIS STATEMENT IS FOR SAMPLE PURPOSES ONLY.***

C

Managed Properties: JANEANDJOHND 22 Buchanan Cres, Brantford ON N3P2A5 333 Mohawk Rd, Hamilton ON L9A2H3

D

Date	Ref#	Description	Details	Income	Expense	Balance	
09/11/2019		Beginning Balance					\$500.00
22 Buchanan Cres							
09/24/2019	tenant pay	Prepayments	22 Buchanan Cres / Hopf - Becker	\$1,734.00	\$0.00		
10/01/2019		Income: Rent	22 Buchanan Cres / Hopf - Becker	\$1,734.00	\$0.00		
10/01/2019		Prepayments	22 Buchanan Cres / Hopf - Becker	\$0.00	\$1,734.00		
10/10/2019		HST Tax Expense (13%)	22 Buchanan Cres / - CSP- Cornerstone Select Properties/	\$0.00	\$9.75		
10/10/2019		Repairs and Maintenance:HVAC	22 Buchanan Cres / - CSP- Cornerstone Select Properties/Service call for "no heat". Unit and thermostat working fine, tenant just needs to adjust temp. Supply and replace HVAC filter.	\$0.00	\$75.00		
22 Buchanan Cres Total				\$3,468.00	\$1,818.75	\$1,649.25	
333 Mohawk Rd							
Garage							
10/01/2019	2-516	Income: Rent	333 Mohawk Rd, Garage / Caldwell - Burgoyne	\$606.00	\$0.00		
Garage Total				\$606.00	\$0.00	\$606.00	
Unit 1							
09/24/2019	tenant pay	Prepayments	333 Mohawk Rd, Unit 1 / Hradli - Cordeiro	\$1,695.00	\$0.00		
10/01/2019		Income: Rent	333 Mohawk Rd, Unit 1 / Hradli - Cordeiro	\$1,695.00	\$0.00		
10/01/2019		Prepayments	333 Mohawk Rd, Unit 1 / Hradli - Cordeiro	\$0.00	\$1,695.00		
Unit 1 Total				\$3,390.00	\$1,695.00	\$1,695.00	
Unit 2							
09/30/2019	tenant pay	Prepayments	333 Mohawk Rd, Unit 2 / Burgoyne - Burgoyne	\$1,367.00	\$0.00		
10/01/2019		Income: Rent	333 Mohawk Rd, Unit 2 / Burgoyne - Burgoyne	\$1,367.00	\$0.00		
10/01/2019		Prepayments	333 Mohawk Rd, Unit 2 / Burgoyne - Burgoyne	\$0.00	\$1,367.00		
Unit 2 Total				\$2,734.00	\$1,367.00	\$1,367.00	
Unit 3 (BSMT)							
10/01/2019	2-516	Income: Rent	333 Mohawk Rd, Unit 3 (BSMT) / Caldwell, P.	\$194.38	\$0.00		
10/01/2019	2-516	Prepayments	333 Mohawk Rd, Unit 3 (BSMT) / Caldwell, P.	\$249.62	\$0.00		
10/01/2019		Income: Rent	333 Mohawk Rd, Unit 3 (BSMT) / Caldwell, P.	\$629.62	\$0.00		
10/01/2019		Prepayments	333 Mohawk Rd, Unit 3 (BSMT) / Caldwell, P.	\$0.00	\$629.62		
Unit 3 (BSMT) Total				\$1,073.62	\$629.62	\$444.00	
No Unit Specified							
09/27/2019		Repairs and Maintenance:Appliances	333 Mohawk Rd / - CSP- Cornerstone Select Properties/Service call for dryer repair. Supply and replace trap duct assembly and three slides	\$0.00	\$226.59		
09/27/2019		HST Tax Expense (13%)	333 Mohawk Rd / - CSP- Cornerstone Select Properties/HST on Service call for dryer repair.	\$0.00	\$29.46		
09/27/2019		HST Tax Expense (13%)	333 Mohawk Rd / - CSP- Cornerstone Select Properties/HST on Snake tub drain.	\$0.00	\$8.45		
09/27/2019		Repairs and Maintenance:Plumbing and Drain	333 Mohawk Rd / - CSP- Cornerstone Select Properties/Snake tub drain to clear blockages. Ran plumbing and tested - Good	\$0.00	\$65.00		

E

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Continued

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10/10/2019	Oct. PM Fees	HST Tax Expense (13%)	333 Mohawk Rd	\$0.00	\$46.72	
10/10/2019	Oct. PM Fees	Management Fees	333 Mohawk Rd / 8.0% of \$4,492.00 RENT = \$359.36	\$0.00	\$359.36	
		No Unit Specified Total		\$0.00	\$735.58	(\$735.58)
		333 Mohawk Rd Total		\$7,803.62	\$4,427.20	\$3,376.42
		No Building Specified				
		No Unit Specified				
10/10/2019	Oct. OE Payment	Owner Draw	To Jane & John Doe	\$0.00	\$4,952.22	
		No Unit Specified Total		\$0.00	\$4,952.22	(\$4,952.22)
		No Building Specified Total		\$0.00	\$4,952.22	(\$4,952.22)
10/10/2019		Ending Balance				\$573.45
10/10/2019		Portfolio Minimum			(\$500.00)	\$73.45
10/10/2019		Unpaid Bills			(\$73.45)	
10/10/2019		Due to Owner				\$0.00

F