

# How to Read

## Owner's Property Statement

### Description:

This statement displays a portfolio summary, showing the beginning and ending portfolio balance, current balance, total unpaid bills, effective balance, and portfolio minimum. The next section presents month-to-date and year-to-date totals for income, expense, contributions, draws, and adjustments, followed by a 12-month account summary for each property.

### 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. Portfolio Summary

This section lists a summary of transactions that affect the portfolio's balance by account type for the statement Time Frame.

### D. Notice to Owner

### E. General Summary

This section lists a summary of transactions that affect the portfolio's balance by account type for the statement Time Frame.

### F. Unpaid Bills

This table lists any unpaid bill splits for the statement Time Frame.

### G. Management Fee Calculations


This table lists all management fee calculations created by the Mgmt Fee Calculator or the continuously calculated management fee mode.

### H. Managed Properties

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

### I. Property Summary

This provides the escrow balance, unpaid bill details, transaction details, and operating statement for each building in the portfolio.

<b>A</b>	<b>Cornerstone Select Properties</b> 105 Parkdale Ave North Hamilton, ON L8M 5K1 ph: (905) 760-0748 fax: (905) 760-0741 www.CornerstoneSelect.ca	 Cornerstone Select Properties <small>Good Things. Great People.</small>																																																																																																																																																																																																																																																									
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Repairs and Maintenance:HVAC	\$75.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00																																																																																																																																																																																																																																														
<b>Net Operating Income</b>	<b>\$1,649.25</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,649.25</b>																																																																																																																																																																																																																																														
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