

Received 20 Sept. 2022

# WESTSEA CONSTRUCTION LTD.

Suite 2108 - 1330 Harwood Street Vancouver BC V6E 1S8  
Telephone (604) 681-2727 Facsimile (604) 684-8075

September 13, 2022

All Leaseholders of Orchard House

647 Michigan Street  
Victoria, BC  
V8V 1S9

Dear Leaseholder(s),

**Re: Schedule of Operating Costs for the year ending 2021**

Your 2021 Year End Schedule of Operating Costs for Orchard House is enclosed.

The Schedule of Operating Costs shows there is a deficit of operating expenses in the amount of \$(214,503.00).

This is made up of:

Normal operating	\$ (214,503.00)
2020 surplus of operating expenses collected carried forward	<u>55,725.00</u>
Total 2021 deficit to be collected from leaseholders	\$ (158,778.00)

Leaseholder's full payment will be due on **November 1, 2022**.

Suites ending in '01	\$736.25	Suites - 310, 510, 710, 910	
Suite 102	\$758.96	1110 & 1410, 1610	
Suites ending in '02 & '03	\$721.96	1810, 2010, 2210	\$1,068.58
Suites ending in '04 & '09	\$721.96		
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Suites ending in '05	\$1,062.70	Suites - 210, 410, 610, 810	
Suites ending in '06	\$708.94	1010, 1210, 1510,	
Suites ending in '07 & '08	\$541.91	1710, 1910, 2110 & 2310	\$1,006.18

Please provide 1 post dated cheque (Nov 1, 2022), payable to Westsea Construction Ltd. Please note we do not offer any other type of payment methods. Please include your File number on your cheques.

Yours truly,

**WESTSEA CONSTRUCTION LTD.**

Encl.

**Westsea Construction Ltd.**  
**Orchard House**  
**Schedule of Operating Costs**

For the year ended December 31	2021	2020
Operating expenses recoverable	\$ 1,095,136	\$ 1,521,843
Operating expenses		
Accounting and administrative costs	67,150	65,832
Audit	7,878	4,723
Electricity	30,379	31,022
Elevator maintenance	41,055	49,145
Heat	82,399	66,369
Insurance	359,096	326,545
Legal	147,704	341,244
License	1,958	1,793
Operating supplies	1,513	2,208
Pool and sauna	1,760	1,079
Property taxes	222,014	207,661
Repairs and maintenance	111,587	132,023
Salaries and employee benefits	96,871	92,620
Scavenging	35,442	37,497
Telephone and enterphone	4,131	4,135
Water	98,702	102,222
<b>Total expenses</b>	<b>1,309,639</b>	<b>1,466,118</b>
<b>Excess (deficiency) of recoveries over expenses</b>	<b>\$ (214,503)</b>	<b>\$ 55,725</b>
Represented by:		
Normal operating	\$ (214,503)	\$ 55,725