

Monthly Maintenance Charges Collection Log Book
AVR Gulmohar Welfare Association - Miryalguda - Telangana

Unit No.	Villa No. 34	Owner Name	Narendra Targella
Occupied by	☒ owner ☐ tenant ☐ unoccupied ☐ other		
Current MMIC	20,000/-		
Remarks			
Contact date	03-09-2023	Contact type	☒ Phone ☐ in person ☐ Email ☐ note
Arrears on call dt		Next follow-up dt	15-09-2023
Outcome of call	: customer presently out of station. customer said will pay the amount next week.		
Contact date	17-09-2023	Contact type	☒ Phone ☐ in person ☐ Email ☐ note
		Next follow-up dt	29-09-2023
Outcome of call	: Expecting the amount within a week.		
Contact date		Contact type	☐ Phone ☐ in person ☐ Email ☐ note
		Next follow-up dt	
Outcome of call			
Contact date		Contact type	☐ Phone ☐ in person ☐ Email ☐ note
		Next follow-up dt	
Outcome of call			
Contact date		Contact type	☐ Phone ☐ in person ☐ Email ☐ note
		Next follow-up dt	
Outcome of call			
Contact date		Contact type	☐ Phone ☐ in person ☐ Email ☐ note
		Next follow-up dt	
Outcome of call			

Note: 1. Use one page for every customer with MMIC arrears of more than 3 months. 2. Call to be made on or before 15th of each row once in a month before 1st Saturday of succeeding month. 3. Logbook to be maintained by admin officer only.