

Monthly Maintenance Charges – Collections – Log Book
Silver Oak Villas Owners Association, Cherlapally, Hyderabad.

Unit no.	Villa. 109	Owner name	Rathod Navaneeth
Occupied by	☒ owner ☐ tenant ☐ unoccupied ☐ other:		
Current MMC	29070/-		
Remarks	As per 1.5/-		
Contact date	2/11/24	Contact type	☒ Phone ☐ in person ☐ email ☐ notice
Arrears on call dt	29070/-	Next follow-up dt	10/11/24
Outcome of call:	Asking time		
Contact date	10/11/24	Contact type	☐ Phone ☒ in person ☐ email ☐ notice
Arrears on call dt	29070	Next follow-up dt	15/11/24
Outcome of call:	Asking 3 days time		
Contact date	15/11/24	Contact type	☒ Phone ☐ in person ☐ email ☐ notice
Arrears on call dt	29070	Next follow-up dt	within 2 days
Outcome of call:	due to phone network issue		
Contact date	18/11/24	Contact type	☐ Phone ☐ in person ☐ email ☐ notice
Arrears on call dt	29070/-	Next follow-up dt	
Outcome of call:	payed 15K remaining next month		
Contact date		Contact type	☐ Phone ☐ in person ☐ email ☐ notice
Arrears on call dt		Next follow-up dt	
Outcome of call:			
Contact date		Contact type	☐ Phone ☐ in person ☐ email ☐ notice
Arrears on call dt		Next follow-up dt	
Outcome of call:			

Notes: 1. Use one page for every customer with MMC arrears of more than 2 months. 2. CR to review and counter sign at end of each row once in a month – before 1st Saturday of succeeding month. 3. Logbook to be maintained by Admin officer at site.

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Unit no.	V.91	Owner name	Mahalaxmi
Occupied by	☒ owner ☒ tenant ☐ unoccupied ☐ other:		
Current MMC	28560		
Remarks	As per 1.75/-		
Contact date	02/11/24	Contact type	☒ Phone ☐ in person ☐ email ☐ notice
Arrears on call dt	28560/-	Next follow-up dt	10/12/24
Outcome of call:	Ask 10 days time		
Contact date	10/11/24	Contact type	☒ Phone ☐ in person ☐ email ☐ notice
Arrears on call dt	28560/-	Next follow-up dt	22/12/24
Outcome of call:	Payment - problem		
Contact date	22/11/24	Contact type	☒ Phone ☒ in person ☐ email ☐ notice
Arrears on call dt	28560/-	Next follow-up dt	
Outcome of call:	given cheque		
Contact date		Contact type	☐ Phone ☐ in person ☐ email ☐ notice
Arrears on call dt		Next follow-up dt	
Outcome of call:			
Contact date		Contact type	☐ Phone ☐ in person ☐ email ☐ notice
Arrears on call dt		Next follow-up dt	
Outcome of call:			
Contact date		Contact type	☐ Phone ☐ in person ☐ email ☐ notice
Arrears on call dt		Next follow-up dt	
Outcome of call:			

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Unit no.	41	Owner name	B. Lavanya
Occupied by	☒ owner ☐ tenant ☐ unoccupied ☐ other:		
Current MMC	18360/-		
Remarks	payed as per 15/-		
Contact date	21/11/24	Contact type	☒ Phone ☐ in person ☐ email ☐ notice
Arrears on call dt	18360/-	Next follow-up dt	10/11/24
Outcome of call:	Some Complaints.		
Contact date	19/11/24	Contact type	☒ Phone ☐ in person ☐ email ☐ notice
Arrears on call dt	18360/-	Next follow-up dt	15/11/24
Outcome of call:	Complaints done		
Contact date	16/11/24	Contact type	☒ Phone ☐ in person ☐ email ☐ notice
Arrears on call dt	18360/-	Next follow-up dt	
Outcome of call:	paid half (9180) remaining 01/12/24		
Contact date		Contact type	☐ Phone ☐ in person ☐ email ☐ notice
Arrears on call dt		Next follow-up dt	
Outcome of call:			
Contact date		Contact type	☐ Phone ☐ in person ☐ email ☐ notice
Arrears on call dt		Next follow-up dt	
Outcome of call:			
Contact date		Contact type	☐ Phone ☐ in person ☐ email ☐ notice
Arrears on call dt		Next follow-up dt	
Outcome of call:			

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Unit no.	V. 153	Owner name	Trwari
Occupied by	☒ owner ☐ tenant ☐ unoccupied ☐ other:		
Current MMC	48,960/-		
Remarks	As per 2/-		
Contact date	2/11/24	Contact type	☒ Phone ☐ in person ☐ email ☐ notice
Arrears on call dt	48,960/-	Next follow-up dt	10/11/24
Outcome of call:	due to some Complaints Customer objected to do work		
Contact date	10/11/24	Contact type	☒ Phone ☐ in person ☐ email ☐ notice
Arrears on call dt	48,960/-	Next follow-up dt	15/11/24
Outcome of call:	Complaints - Not company works		
Contact date	22/11/24	Contact type	☐ Phone ☒ in person ☐ email ☐ notice
Arrears on call dt	48,960/-	Next follow-up dt	-
Outcome of call:	paid total		
Contact date		Contact type	☐ Phone ☐ in person ☐ email ☐ notice
Arrears on call dt		Next follow-up dt	
Outcome of call:			
Contact date		Contact type	☐ Phone ☐ in person ☐ email ☐ notice
Arrears on call dt		Next follow-up dt	
Outcome of call:			
Contact date		Contact type	☐ Phone ☐ in person ☐ email ☐ notice
Arrears on call dt		Next follow-up dt	
Outcome of call:			

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Unit no.	168	Owner name	Thatoxji
Occupied by	☐ owner ☒ tenant ☐ unoccupied ☐ other:		
Current MMC	20400/-		
Remarks	As per 2/-		
Contact date	09/11/24	Contact type	☒ Phone ☐ in person ☐ email ☐ notice
Arrears on call dt	20400/-	Next follow-up dt	10/11/24
Outcome of call:	Not responding owner told to disconnect services		
Contact date	10/11/24	Contact type	☐ Phone ☒ in person ☐ email ☐ notice
Arrears on call dt	20400/-	Next follow-up dt	15/11/24
Outcome of call:	Asst some time		
Contact date	20/11/24	Contact type	☒ Phone ☐ in person ☐ email ☐ notice
Arrears on call dt	20400/-	Next follow-up dt	Two days
Outcome of call:	—		
Contact date	26/11/24	Contact type	☐ Phone ☐ in person ☐ email ☐ notice
Arrears on call dt	20400/-	Next follow-up dt	next month
Outcome of call:	paid 4 months 16320/-		
Contact date		Contact type	☐ Phone ☐ in person ☐ email ☐ notice
Arrears on call dt		Next follow-up dt	
Outcome of call:			
Contact date		Contact type	☐ Phone ☐ in person ☐ email ☐ notice
Arrears on call dt		Next follow-up dt	
Outcome of call:			

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