

To: sohammodi@modiproperties.com
From: Audit Report <report-audit@modiproperties.com>
Cc: narenderreddy@modiproperties.com, <shirish@modiproperties.com>,
<ramarao@modiproperties.com>, <ashaiya@modiproperties.com>,
<kprasad@modiproperties.com>, <vedavathi@modiproperties.com>

Dear Sir,

The verification of monthly maintenance charges statement for the month of July18(as on 31-7-18) is done and following are the observations. These observations are discussed with the admin manager of site.

The monthly maintenance charge is considered Rs 6k and above and following are the flats, which needs the attention for action.

- 1).Block-1, Flat 206 : The amount due is Rs 32.3k.
- 2) Block-1, Flat 302 : The amount due is Rs 19k
- 3) Block-1, Flat 306 : The amount due is Rs 59.6k
- 4) Block-1, Flat 501: The amount due is 20.2k.
- 5) Block-1,Flat 514: The amount due as per statement is Rs 15k and it is understood that accounts dept need to update the record (the receipt of Rs 15k from the customer.)
- 6) Block-1,Flat 601: The amount due is Rs 7.3k

It is suggested to discuss with the competetive authority and take required action.

Regards,
Padmanabh

extract of sales minutes - PMR I

PMR Wednesday, 8 Aug 2018, 1:10 pm

To: Soham Modi <sohammodi@modiproperties.com>
From: aruna <aruna@modiproperties.com>

1.1 Open PMRI flat no. D 506, lease to Kartikeyan. If no personal items are there in the flat take possession by changing keys. Tenant has not paid rent for around 10 months.