**HOMEOWNERS ASSOCIATION BUDGET SAMPLE TEMPLATE**

|  |  |  |
| --- | --- | --- |
| **NAME OF HOMEOWNERS ASSOCIATION**  **FISCAL YEAR 20\_\_ - 20\_\_** | | |
| **INCOME** | **ANNUAL BUDGET** | |
| Annual Assessments | 30,000 |  |
| Interest Charges | 500 |  |
| Late Fees | 150 |  |
| Bank Interests | 20 |  |
| Miscellaneous Income | 0 |  |
| **TOTAL INCOME** |  | **30,670** |
| **EXPENSES** |  |  |
| ***Administrative*** |  |  |
| Accounting Audit | 700 |  |
| Legal Services | 500 |  |
| Management Fees | 1,000 |  |
| Newsletter | 100 |  |
| Office Supplies | 500 |  |
| Property Insurance | 2,500 |  |
| Reserve Study | 850 |  |
| Taxes, Licenses, and Permits | 900 |  |
| Miscellaneous | 50 |  |
| **TOTAL** |  | **7,100** |
| ***Utilities*** |  |  |
| Electric | 900 |  |
| Garbage | 700 |  |
| Telephone | 300 |  |
| Sewage | 300 |  |
| Water | 850 |  |
| **TOTAL** |  | **3,050** |
| ***Services*** |  |  |
| Cleaning Supplies | 450 |  |
| General Maintenance and Repairs | 2,500 |  |
| Landscaping | 800 |  |
| Roof Maintenance | 500 |  |
| Fire, Safety, Security | 1,500 |  |
| Miscellaneous | 300 |  |
| **TOTAL** |  | **6,050** |
|  |  |  |
| **RESERVES CONTRIBUTION** |  | **12,000** |
|  |  |  |
| **TOTAL EXPENSES** |  | **28,200** |