

# AIRPORT CITY FLAT OWNER'S ASSOCIATION

238/126/3, JESSORE ROAD  
KOLKATA-700 081



Ref. No. ....

Date : ... 21<sup>st</sup> Nov'2018

To

The Flat Owners,  
Airport City, 238/126/3 Jessore Road,  
Kolkata – 700 081.

**Sub : Regarding maintenance charge for the period starting from Jan'2019 to Mar'2019.**

Dear Sir/Madam,

This is as per the Resolution 3.2 of the Annual General Meeting (AGM) 2018 held on 13/05/2018. As you are all aware of the fact that the Annual Maintenance Collection is done as per Calendar Year, i.e. from January to December, whereas our Financial Accounting starts from April to March each year.

Therefore, it was decided in the AGM to rectify this mismatch so that the collection of maintenance charges will be based on financial year (i.e. April-March) instead of existing process of collection as calendar year (i.e. January-December). The same was recommended by the Auditor and this change will be effective from 1st January 2019.

For this transition phase, the maintenance charges from 1st January 2019 to 31st March 2019 (3 months) is going to be collected separately with the existing rate of maintenance (@Rs 1.05/- for Residential and @Rs 2.50/- for Commercial). The rate of maintenance charge from 1st April 2019 to 31st March 2020 will be decided in the Extra General Meeting (EGM) to be held in the 1st week of Dec'2018.

Our Executive Body has decided to collect this 3 months (Jan'19-Mar'19) maintenance charges latest by 15/01/2019 for smooth operation of the system. Expecting your sincere cooperation towards successfully completion of the process.

The calculation process of the maintenance amount (round off) of your flat/unit for the period Jan'19-Mar'19 is as follows –

**Square Feet Area of your Flat/Unit X Rate of Maintenance X 3 Months.** Also, it will be available from 1<sup>st</sup> Jan'2019 in your individual login page of our website "<http://airportcity1.com>".

Thanking You,  
Yours sincerely

  
Secretary, ACFOA  
Airport City Flat Owners' Association

  
President, ACFOA  
Airport City Flat Owners' Association

  
Treasurer, ACFOA  
Airport City Flat Owners' Association