

## Condo/Owner management

What once took weeks is now accomplished in hours. If you have ever had to prepare owner statements manually, or even with spreadsheets, you know the time consuming task of compiling numbers.

Our owner management and owner statements functions can cut your preparation time down to mere hours.

Simply enter your expenses for the month and the system does the rest.

| Month | Year | Task                        | Status        |
|-------|------|-----------------------------|---------------|
| July  | 2007 | Post Expenses               | Performed     |
|       |      | Calculate Room Income       | Performed     |
|       |      | Calculate Owner Usage       | Performed     |
|       |      | Calculate Management Fees   | Performed     |
|       |      | Calculate Credit Card Fees  | Performed     |
|       |      | Calculate Travel Agent Fees | Performed     |
|       |      | Post Other Fees             | Not Performed |
|       |      | Post WURF Adjustments       | Performed     |
|       |      | Post Assessment             | Not Performed |
|       |      | Print Spreadsheet           |               |
|       |      | Create Statement Data       | Performed     |
|       |      | Review Statements           | Not Performed |

### Ridge Management LTD.

3710 Weber Road \* Gallatinburg, TN 37738 \* (865) 436-2325 \* Fax (865) 430-3248

### Monthly Rental Participation Statement

This Owner

Month Ended: January 2008  
 Unit Type: 2 BR  
 Unit Number: B B101  
 Owner: B-101

| Income/Expense Summary   | Unit Type Totals | Total Month | Year to Date |
|--|------------------|-------------|--------------|
| Gross Rental Income  | \$3,264.32       | 141.93      | 141.93       |
| Deductions:  |                  |             |              |
| Agent 45%  | \$1,468.95       | 63.87       | 63.87        |
| Electricity  | \$3,794.05       | 164.96      | 164.96       |
| Water/Sewer  | \$2,374.75       | 103.25      | 103.25       |
| TV/Cable   | 440.91           | 19.17       | 19.17        |
| Telephone  | 588.80           | 25.60       | 25.60        |
| Credit Card  | 255.93           | 11.13       | 11.13        |
| Travel Agent   | .00              | .00         | .00          |
| Total Deductions   |                  | 387.98      | 387.98       |
| Distribution Available   |                  | -246.05     | -246.05      |
| Less Adjustments:  |                  |             |              |
| Replacement & Repairs  | \$4,291.46       | 186.58      | 186.58       |
| Usage  | .00              | .00         | .00          |
| Assessment Deducted  |                  |             |              |
| Assessment Applied   |                  |             |              |
| WURF Reserve Deducted  | .00              | .00         | .00          |
| WURF Reserve Applied   |                  | 200.00      | 200.00       |
| Net due owner before carryover   |                  | -232.63     |              |
| Previous month carryover   |                  |             |              |
| Net due owner  |                  | -232.63     | -232.63      |
| <small>(If amount is less than \$100 a check will not be issued. The balance will be carried over to the following month.)</small> |                  |             |              |
| WURF Reserve Account   |                  |             |              |
| Balance Forward  |                  |             | 600.00       |
| Period Additions   |                  |             |              |
| Period Charges   |                  |             | 200.00       |
| Net Reserve Balance  |                  |             | 400.00       |

This is sample text that you can add to your statements!