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**OPTIMA VI Customer Service Office**

**ul. Jasińskiego 31 and 35 in Gdańsk**

Branch Office – Gdańsk Jasień, ul. Jasińskiego 39/3

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**Property manager:**

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## FINANCIAL AND OPERATIONAL PLAN

No.	Service	Monthly rate (PLN)	Way of calculation in the invoice
<b>I</b>	<b>Management of common real property</b>		
1	Utilities at common parts	1.10	Per m <sup>2</sup> of the floor area of the units
2	Cleaning and maintenance of external grounds	1.55	Per m <sup>2</sup> of the floor area of the units
3	Technical maintenance of real property	1.40	Per m <sup>2</sup> of the floor area of the units
4	Administration	0.76	Per m <sup>2</sup> of the floor area of the units
5	Other management costs	0.16	Per m <sup>2</sup> of the floor area of the units
6	Storage boxes	14.00 17.00	Per piece up to 5 m <sup>2</sup> Per piece over 5 m <sup>2</sup>
7	Repair fund <sup>3</sup>	0.60	Per m <sup>2</sup> of the floor area of the units
<b>II</b>	<b>Maintenance of individual units</b>		
1	Cold water and waste water collection <sup>4</sup>	12.59	3.0 per unit
2	Water heating <sup>4</sup>	36.07	1.5 m <sup>3</sup> per apartment (1/4 of the price per GJ)
3	Fixed central heating fee – contracted capacity <sup>4</sup>	1.80	Per m <sup>2</sup> of the floor area of the unit
4	Variable central heating fee <sup>4</sup>	3.61	Per m <sup>2</sup> of the floor area of the unit – until the first settlement
5	Garbage removal (segregable wastes)	0.88	Per m <sup>2</sup> of the floor area of the unit, as per the resolution of the Gdańsk City Council
<b>III</b>	<b>Maintenance of the garage hall</b>		
1	Parking space	38.00	Per parking space/pc
2	Bike storage compartment	14.00 17.00	Per piece up to 5 m <sup>2</sup> Per piece over 5 m <sup>2</sup>
<b>IV</b>	<b>Maintenance of the common area (the club)</b>	50.60	Per unit and parking space at the club area
<b>V</b>	<b>Maintenance of the common area II (the road and parking spaces)</b>	7.00 9.50	Per parking space within the road Per unit
<b>VI</b>	<b>Maintenance of the common area III (recreational grounds)</b>	5,80	Per unit
<b>VII</b>	<b>Maintenance of the common area IV (the pond)</b>	6.25	Per unit
<b>VIII</b>	<b>Maintenance of the common area V (the parking)<sup>6</sup></b>	4.00	Per unit (share)

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<sup>1</sup> *The rate charged only for the floor area of the units*

<sup>2</sup> *The fee depending on the area of the unit and payable for the first six months from the acceptance inspection of the unit. Paying this fee permits the owner to use skips for the entire period when they are in place*

<sup>3</sup> *Payable after the condominium owners' association established*

<sup>4</sup> *The fee for utilities may change if the supplier changes the price or as a result of the settlement*

<sup>5</sup> *Payable after the handover of the common club area*

<sup>6</sup> *Payable after the handover of the common public parking*