

# BriskLumbini Apartment Resident Welfare Association

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*Registered as a Society under Section 9(1) of the Haryana Registration and Regulation of Societies Act, 2012 vide Registration Certificate no. 0793 dated 20.05.2019*

CIRCULAR-No. 3 / 2020

06 Feb 2020

## Facilities Manager, Payment of Maintenance Bills

Dear Owners of Flats and Residents of Brisk Lumbini Terrace Homes,

1. Your Association has appointed Mr. Shiv Vachan Pandit Facilities Manager in the society and he has joined. His phone number is 9599721556. He retired from EME (electrical and mechanical engineering) services of the army. He has worked as facilities manager in another society after retirement from the army.
2. The builder has given a room in the basement for RWA office. It will take some time to furnish the office, get internet connection and make it fully functional.
3. Ad hoc Maintenance Bills for the three months of November 2019 to January 2020 have been prepared by your Association without any accounting software and emailed to every flat owner. These are based on the data obtained from the builder. The database will be refined with the feedback received from the flat owners. The ad hoc bills will be replaced by proper bills prepared with an accounting software and will have the current flat number of the owner as the address instead of the old address and will remove glitches, if any, in the ad hoc bills. Therefore please do not wait for the address to be changed before you pay the bills. The proper bills will reach you in due course.
4. To ensure uniformity and be fair to those flat owners who pay in time, the RWA will have to charge interest on late payment of the bills already sent.
5. Housekeeping and cleaning is being done by a few persons. Your Association is trying to hire more persons. With the induction of Facilities Manager, things will improve.

RWA President