



**BODY CORPORATE
ADMINISTRATION**

❖ Level 3, 115 Queen Street, (Up Swanson Lane), Auckland
❖ P.O.Box 2322 Auckland 1140
❖ Phone +64 9 373 2336
❖ Fax +64 9 377 6743
❖ Mobile +64 21 612 336
❖ manager@bca.co.nz

Body Corporate Administration Limited > Designated Residents Association Administrator

Invoice

4Collingwood - 2-4 Collingwood Street & 99
Waiwhetu Road, Waterloo, Lower Hutt 5011

2-4 Collingwood Street & 99 Waiwhetu Road

Waterloo

Lower Hutt

Invoice To:

Sebastian Villamonte & Gisela de la Villa

1/99 Waiwhetu Road

Lower Hutt

Wellington

Annual Levy (Period 10/01/2025 - 10/01/2026)

<u>Description</u>	<u>Amount</u>
Administration / Secretarial Fee	\$180.61
Berm Area Fund Expense	\$281.81
Building Elements Expense	\$254.55
Carpark Facility Expense	\$0.00
Common Maintenance Areas Expense	\$84.00
Income Tax Return Preparation Fee	\$4.55
Insurance Premium	\$2,994.09
Insurance Valuation Fee	\$73.18
Legal Fees	\$125.45
Tank System Expense	\$24.00

Invoice No.: RINV400203

Invoice Date: 27/12/2024

Due Date: 15/01/2025

Unit Number: Lot 06

Known As: F



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Total:

\$4022.24

*It would be appreciated if you could use the following references with your payment:
Particulars: 4Collingwood
Ref (Unit No.): Lot 06
Code (Name): Sebastian Villamonte & Gisela de la Villa



1. Please scan the QR code on the invoice via the QR code scanner APP (or download the APP from the APP store if you do not have one).
2. This will then direct you to the payments portal where you can process your levy payments.

TEAR OFF HERE

Interest 10% per annum will be charged on any overdue amount

Payment due date is 15/01/2025

Total Amount: \$4022.24

Please deposit into the following account and quote your unit number as a reference

If paying at the bank, please use the bank account below:

4Collingwood Residents Association
C/- Body Corporate Administration Ltd
P O Box 2322
Auckland 1140

If paying by EFTPOS:

Our office is at:
Level 3, 115 Queen Street
(Up Swanson Lane) Auckland

For Electronic Payments:

Name: 4 Collingwood Street RA Trust AC
Bank: ASB
Account: 12-3109-0519109-37
Particulars: 4Collingwood
Ref: Lot 06