



9815-116 Avenue, Grande Prairie, AB T8V 4B4  
 Tel: (780) 539-7131 Fax: (780) 532-2400  
 www.qpmrentals.com

**TOTAL MONTHLY PAYMENT**

TO: TENANTS OF INVESTORS BUILDING TENANT'S NAME \_\_\_\_\_  
 FROM: QUALITY PROPERTY MANAGEMENT A DIVISION OF COMMVEST REALTY LTD.  
 RE: MONTHLY NET COSTS FOR 2026

Please note the budget is our best estimate of the building's operating costs and is reconciled to actual costs at the end of each calendar year. You will then be charged or credited based on the actual costs. The budget for the new year may be adjusted to reflect any anticipated changes.

Building Insurance	\$ 20,000
Property Taxes	\$ 70,000
Electricity	\$
Gas	\$
Water & Sewer	\$ 4,500
Management	\$ 20,450
Interior Repairs & Maintenance	\$
Exterior Repairs & Maintenance	\$ 4,000
Plumbing & HVAC Maintenance	\$
Janitorial	\$
Yard Mtc	\$ 11,000
Garbage Removal	\$
Bank Charges	\$ 300
Total	\$130,250

\$ 130,250 Total Budgeted Net Costs = \$ 4.78 /sq. ft.  
 27,269 Total Building Main Floor Square Feet

\$ 4.78 /sq. ft. x \_\_\_\_\_ total sq. ft. of unit ÷ 12 = \$ \_\_\_\_\_

Janitorial - Common Washroom #104, 106-108 \$ 750  
 Total \$ 750

\$ 750 Total Budgeted Net Costs = \$0.14/ sq. ft.  
 5,247 Total Square Feet for common janitorial

\$ 0.14 /sq. ft. x \_\_\_\_\_ total sq. ft. of unit ÷ 12 = \$ \_\_\_\_\_  
 Common WR Janitorial # 104, 106-108

Following is a summary of your monthly payment to Quality Property

Following is a summary of your monthly payment to Quality Property Management office:

Rent \_\_\_\_\_ sqft x \$ \_\_\_\_\_ / sqft = \$ \_\_\_\_\_ ÷ 12 = \$ \_\_\_\_\_

GST #870917895RT0001 \$ \_\_\_\_\_

Net Costs: \$ \_\_\_\_\_

GST #870917895RT0001 \$ \_\_\_\_\_

Reserve Fund \_\_\_\_\_ \$ \_\_\_\_\_

GST #870917895RT0001 \$ \_\_\_\_\_

Leasehold Improvements: \$ \_\_\_\_\_

GST #870917895RT0001 \$ \_\_\_\_\_

Condo Fees: \$ \_\_\_\_\_

GST #870917895RT0001 \$ \_\_\_\_\_

**TOTAL MONTHLY PAYMENT** \$ \_\_\_\_\_

**Please make all cheques payable to: CommVest Realty Ltd In Trust Investors**

A series of postdated cheques would be appreciated.

If you have any questions regarding the above, please contact (780) 539-7131 x 104.

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Prepared by: \_\_\_\_\_

Date: \_\_\_\_\_