

Property Address:

SCHEDULE 1

Estate Maintenance Services

Estate Maintenance will be carried out in accordance with your Title Deeds for the area shown on your Title Plan.

The Estate Maintenance contract is in two parts “Development” and “Estate”.

The Landscape Maintenance contractor will each year provide North View with a cost for the **Development area** which your property forms part of. We will then divide this cost by the number of properties included in your Development Area to give the individual share you would pay.

There are pockets of land throughout the **Estate** (e.g. the Windlaw Strip) which are not included within any Development area, however, in accordance with your Title Deeds you will ***pay a 1/759th share of the cost of this area***

Please note that the above share does not include any costs for the Grass Cutting Service that North View carries out for its tenants.

SCHEDULE 2

Building Insurance and Management Fee

Building Insurance

Currently our Insurance Provider is ZURICH MUNICIPAL. The Association insures all properties within the Estate known as Windlaw. There are 759 properties in total within the Estate, which includes all owner occupied properties.

We calculate the Building Insurance premium repayable by owners on a straight division of premium paid to Zurich by the number of properties in the Estate.

This calculation is updated yearly when premiums are paid to the Insurance Company by the Association and you will be advised of any change to the annual premium each year.

We write to each owner in March each year inviting participation in the Block Policy and return of a form advising of your decision. If you do not wish to participate in our block policy then please return the form to let us know and you will be removed from this permanently and will not be added unless you contact us to inform us you wish to be added . If we do not receive your form back and you are in a house then we will remove you from our block policy and you will not be insured.

Please note that the building insurance was previously charged from 1st January to 31st December each year but from 1st April 2023, this will be brought in line with your factoring invoice.

Management Fee

The Management fee applicable to your property has been calculated as **£50 per annum** which is no change to that charged in previous years. The cost will be pro rata for new owners in the year and this will be detailed on your invoice

You will be advised of any change to the annual charge each year.