

HOA Budget Template

[HOA Name] Homeowners Association

Meeting Date: [Date]

Meeting Time: [Time]

Location:[Location]

Income

1. Homeowner Dues: [Enter the annual or monthly dues per homeowner]
2. Rental Income: [Enter any income generated from renting common facilities or spaces]
3. Interest Income: [Enter any interest income earned from reserves or investments]
4. Other Income: [Enter any other sources of income, such as fees for services or fines]
5. Total Income: [The sum of the above]

Expenses

1. Administrative Expenses:
 - Management Fees: [Enter the annual cost of HOA management]
 - Insurance: [Enter the annual insurance premium]
2. Maintenance and Repairs:
 - Building Maintenance: [Enter the estimated annual cost]
 - Grounds Maintenance: [Enter the estimated annual cost]
 - Repairs and Upkeep: [Enter the estimated annual cost]
3. Utilities:
 - Water and Sewer: [Enter the estimated annual cost]
 - Electricity: [Enter the estimated annual cost]
 - Trash Removal: [Enter the estimated annual cost]
4. Reserve Fund Contribution: [Enter the amount allocated to the reserve fund]
5. Landscaping: [Enter the estimated annual cost for landscaping]
6. Other Expenses: [List any additional expenses specific to your HOA, and enter their annual costs]
7. Total Expenses:
 - [The sum of the above]

Net Income

[Total Income minus Total Expenses]

Our Tips

- Adjust the categories and subcategories as per your HOA's needs.
- Use spreadsheet software like Microsoft Excel or Google Sheets for easy calculations.
- Ensure that Total Income equals Total Expenses for a balanced budget.
- Regularly review and update this budget as needed to reflect changes in your HOA's financial situation.

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This is a simplified HOA budget template that you can use as a starting point. Keep in mind that you should tailor this template to the specific needs and financial structure of your Homeowners Association (HOA).