

# FACILITY ASSOCIATION

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**TO:** All Members of the Facility Association  
**ATTENTION:** Chief Executive Officer  
**BULLETIN NO.:** F02-018  
**DATE:** November 27, 2002  
**SUBJECT:** Revised F. A. Accounting & Statistical Manual

Please find enclosed the revised Facility Association Accounting & Statistical Manual incorporating the following:

- **Part I Chapter 2**
  - Page 7** 2.4 – Deferred Premium Payment Plan(s) and Service Charges, Item 3
  - Page 8** 2.4A – Monthly Premium Payment Plan (Ontario), Item 1.a & Item 2
- **Part I Chapter 3**
  - Page 26** 3.13 – Aged Receivable Trial Balance
- **Part I Chapter 4**
  - Page 32** 4.4 – General Ledger, Account No. 5108
  - Page 33** 4.4 – General Ledger, Account No. 5197
- **Part I Chapter 8**
  - Page 44-45** 8.4 – Legal and Professional Fees

In December 2002 the Accounting & Statistical Manual will be published on the F.A. website at [www.facilityassociation.com](http://www.facilityassociation.com). In the future no hard copy of this Manual will be released. However, members will be advised of any changes to the on-line version via bulletin.

David J. Simpson, M.B.A., FCIP  
President & C.E.O.

b.c.c.: Facility Association  
- Board of Directors  
- Project Managers  
- Accounting Committee  
- Deloitte & Touche