

MONAGHAN
FARM



MONAGHAN FARM FEES, CHARGES AND PENALTY STRUCTURE

Revision 6 JULY 2024

In terms of paragraph 11.9 of the Memorandum of Incorporation of Monaghan Farm, the Board of Directors is empowered to levy additional contributions upon specific members for services provided. In terms of paragraph 16.1.3 of the Memorandum of Incorporation of Monaghan Farm, the Board of Directors is empowered to impose a system of penalties for the enforcement of any of the Estate Rules, the amounts of penalties to be stipulated in the Regulations determined by the Board of Directors. In respect of these powers, herewith the Monaghan Farm Fees, Charges and Penalty Structure.

ADMINISTRATION: FEES, RENTAL AND SERVICE CHARGES	Fee amount or Penalty amount
<p>1) Aesthetics Committee plan submission, adjudication, and inspection fees</p> <p>**All Aesthetics Committee fees are to be paid directly to the service provider. **</p> <p>Please request banking details and booking reference via mac@monaghanfarm.co.za .</p> <p>a) Home inspections: as a requirement to issue a levy clearance certificate.</p> <p>-----</p> <p>b) Landscape plan submission.</p> <p>-----</p> <p>c) Renovations: Small Additions Non council submissions e.g., Fencing, play area equipment, braai area, driveways, PV panels/solar, aircon/evaporative cooling, cctv, lighting(exterior), other/ all external elements not shown on MAC approved plans.</p> <p>-----</p> <p>d) Renovations: Additions <u>max</u> 100m² Requiring submission to council / regulatory authority. e.g., Pools, Carports, additions & alterations (enclosed/roofed areas)</p> <p>Submission 1 - concept Submission 2 - concept/ design development Submission 3 - council Submission 4 - amendment landscape plan MAC Sign off / final inspection.</p> <p>Additional meetings, 30 min charged at</p>	<p>R 1 000.00 upfront payment, per inspection.</p> <p>-----</p> <p>R 575.00 upfront payment, per submission.</p> <p>-----</p> <p>R 500.00 upfront payment, per submission.</p> <p>-----</p> <p>**Budget around R 8 500.00 for the total submission process. Please pay per individual submission only.**</p> <p>R 3 000 .00 upfront payment, per submission. R 1 500 .00 upfront payment, per submission. R 1 500 .00 upfront payment, per submission. R 1 000 .00 upfront payment, per submission. R 1 500 .00 upfront payment, per submission.</p> <p>R 1500 .00 upfront payment, per additional submission.</p>

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<p>a) Renovations exceeding 100m² & new build projects. Requiring submission to council / regulatory authority.</p> <p>Submission 1 - concept Submission 2 - concept/ design development Submission 3 - council Submission 4 – Landscape plan – concept Submission 5 – landscape plan approval Submission 6 – approval of materials Submission 7 - variation orders MAC Sign off / final inspection.</p> <p>Additional meetings, 30 min charged at</p>	<p>**Budget around R 12 500.00 for the total submission process. Please pay per individual submission only.**</p> <p>R 3 000 .00 upfront payment, per submission. R 1 500 .00 upfront payment, per submission. R 1 500 .00 upfront payment, per submission. R 1 000 .00 upfront payment, per submission. R 1 000 .00 upfront payment, per submission. R 1 500 .00 upfront payment, per submission. R 1 500 .00 upfront payment, per submission. R 1 500 .00 upfront payment, per submission.</p> <p>R 1500 .00 upfront payment, per additional submission.</p>
<p>2) Access cards Annual renewal required. Please note: all access cards will expire month end February of each year.</p> <p>a) Residents access cards (where biometrics have failed) b) Cyclist card (granting access for cyclists via the emergency exit gate situated: The Other Side) c) Domestic staff (access cards)</p>	<p>R 500 per card / lost card replacement R 218 per card / lost card replacement R 218 per card / lost card replacement</p>
<p>3) Administration Fees</p> <p>a) Late payment fee automatically levied where levies are not paid in full and funds do not reflect in the company's bank account by close of business on the 7th of each month.</p> <p>b) Reminder notice fee Per notice issued in accordance with the MFHOA debtors' policy</p> <p>c) Failure to subscribe to the direct debit payment method to settle monthly levies and sundry charges as applicable.</p>	<p>R350 per month. R300 per month R300 per month</p>
<p>4) Building / Contractors Deposit (refundable)</p>	

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<ul style="list-style-type: none"> a) New Build + projects exceeding 150m² b) All other contract / building works 	<p>R 20,000 R 10,000</p>
<p>5) Builders Yard Rentals (available to building contractors only)</p> <ul style="list-style-type: none"> a) With office building b) Without office building 	<p>R 7, 403,97 per month R 4 689, 69 per month</p>
<p>6) General: Sales & Hire</p> <ul style="list-style-type: none"> a) Collection of goods b) Delivery of goods c) Hay bales (to hire per bale) d) Hay bales (purchase) e) Installation of water meter f) Water meters g) Water meter 'key' h) Refuse bin: Black i) Refuse bin: Green j) Recycling refuse bags (pack of 20 bags) k) Other services at determined from time to time _ call out fee. 	<p>R 184 per delivery R 184 per delivery R 26 per bale R 65 per bale R 443 At cost, please enquire. R 129 At cost, please enquire. At cost, please enquire. R 58 R 443 min fee</p>
<p>7) Grass cutting and garden refuse collection.</p> <ul style="list-style-type: none"> a) Brush cutting (cutting of veld / berms to min 150 mm) b) Rake, collection, and removal of veld grass cuttings c) Garden refuse collection d) Garden refuse placed in bags and placed for collection on refuse collection days. e) Tractor& tractor equipment hire. 	<p>Min service charge of R412 calculated at R61-53 per staff member per hour Min service charge of R412 calculated at R61-53 per staff member per hour Min service charge of R412 calculated at R61-53 per staff member per hour Collected with household waste at no charge. Min charge of R412, thereafter R412 per hour.</p>
<p>8) Levy clearance certificate</p>	<p>R 2 000 per levy clearance certificate issued.</p>

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<p>9) Photocopy & Printing Black & white a) A4 b) A3</p>	<p>R 2.57 per page R 3.85 per page</p>
<p>10) Security Alarms a) Monthly alarm monitoring b) Home alarm transmitter enabling connection with security control room.</p>	<p>No charge At cost, please enquire.</p>
<p>PENALTIES: DOMESTIC ANIMALS</p>	
<p>11) The keeping of an unauthorised animal, as defined by the pet rules. 12) Contravention of pet rules 13) Dogs found roaming the estate. 14) Dogs off lead</p>	<p>R1 000 instant penalty per animal identified. R1 000 per month per unauthorised animal thereafter until unauthorised animal is removed. R2 000 per contravention. R1 000 per dog and R1 000 per transgression R1 000 per dog and R1 000 per transgression</p>
<p>PENALTIES: TRAFFIC AND PARKING</p>	
<p>15) Not using designated parking area's or 16) Parking on grass or grass swales 17) Failing to adhere to traffic signs (e.g., failure to stop at stop street etc) 18) Contravening the contractual arrangement how to use internal roads - prescribed speed limit of 40 km per hour by: - a) + 5 – 9 km per hr b) +10 - 15 km per hr c) +16 - 29 km per hr d) +30 km per hr e) Repeat of any traffic offence within a 90-day period will result in a 100% escalation of the penalty amount.</p>	<p>R500 per vehicle per transgression. R500 per vehicle per transgression. R500 per transgression R 550 per contravention R1 000 per contravention R1 500 per contravention R3 000 per contravention</p>

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PENALTIES: HOUSKEEPING	
TRANSGRESSION	PENALTY
	Raised where a transgression notice has been issued and corrective action is not completed within a specified timeframe.
19) Walls, window, and door frames – poorly maintained	R1 000 per month 60 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out the breach and R1 000 monthly thereafter until the breach is remedied.
20) Wall & timber paint/ timber stain fading /flaking and warping	R1 000 per month 60 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out the breach and R1 000 monthly thereafter until the breach is remedied.
21) Satellite dish a) that is not painted the same color upon the surface / wall it is installed.	R1 000 per month 60 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out the breach and R1 000 monthly thereafter until the breach is remedied.
b) unapproved installation /position	R1 000 per month 60 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out the breach and R1 000 monthly thereafter until the breach is remedied.
22) Exposed wires/ pipes	R1 000 per month 60 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out the breach and R1 000 monthly thereafter until the breach is remedied.
23) Berms – that are not establishment & planted	R1 000 per month 60 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out the breach and R1 000 monthly thereafter until the breach is remedied.
24) Berms – No Dust suppression - e.g., hessian / irrigation	R1 000 per month 60 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out the breach and R1 000 monthly thereafter until the breach is remedied.

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25) Fences - poorly maintained	R1 000 per month 60 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out the breach and R1 000 monthly thereafter until the breach is remedied.
26) Gutters & roof sheeting lifting & buckling	R1 000 per month 60 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out the breach and R1 000 monthly thereafter until the breach is remedied.
27) Roof sheeting, gutters, and water tanks fading/peeling	R1 000 per month 60 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out the breach and R1 000 monthly thereafter until the breach is remedied.
28) Awnings/ sunscreens/ pergolas – poorly maintained	R1 000 per month 60 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out the breach and R1 000 monthly thereafter until the breach is remedied.
29) Incorrect wall & window frame colour	R2 000 per month 60 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out the breach and R2 000 monthly thereafter until the breach is remedied.
30) Planting of unapproved trees and shrubs	R1 000 per month 60 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out the breach and R1 000 monthly thereafter until the breach is remedied –including an obligation to submit in terms of the Architectural Rules a New Landscape Plan
31) Unapproved Compost heaps (placement)	R1 000 per month 60 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out the breach and R1 000 monthly thereafter until the breach is remedied.
32) Unapproved Sheds	R1 000 per month 60 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out the breach and R1 000 monthly thereafter until the breach is remedied.
33) Unapproved Jungle gyms	R1 000 per month 60 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out

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	the breach and R1 000 monthly thereafter until the breach is remedied.
34) Unapproved Fences/ temp. fencing & Gates	R1 000 per month 60 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out the breach and R1 000 monthly thereafter until the breach is remedied.
35) Unapproved External lighting	R1 000 per month 60 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out the breach and R1 000 monthly thereafter until the breach is remedied.
36) Unapproved Pot plants/ statues/ structures	R1 000 per month 60 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out the breach and R1 000 monthly thereafter until the breach is remedied.
37) Unapproved signage/house nos. (Only HOA installed signs permitted)	R1 000 per month 60 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out the breach and R1 000 monthly thereafter until the breach is remedied.
38) Unapproved awnings	R1 000 per month 60 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out the breach and R1 000 monthly thereafter until the breach is remedied.
39) Exposed heat pumps, pumps not screened from view	R1 000 per month 60 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out the breach and R1 000 monthly thereafter until the breach is remedied.
40) Unapproved instillation of evaporated Cooling Units, Heat Pumps, Solar Panels, and the like	R2 000 per month 60 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out the breach and R2 000 monthly thereafter until the breach is remedied.
41) Unapproved Chicken coops	R1 000 per month 60 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out the breach and R1 000 monthly thereafter until the breach is remedied.
42) Unapproved Chimney cowl	R1 000 per month 60 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out

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	the breach and R1 000 monthly thereafter until the breach is remedied.
43) Unapproved Vegetable gardens	R1 000 per month as well as monthly thereafter 60 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out the breach until the breach is remedied.
44) Exposed washing line	R1 000 per month 60 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out the breach and R1 000 monthly thereafter until the breach is remedied.
45) Exposed refuse bins	R1 000 per month 60 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out the breach and R1 000 monthly thereafter until the breach is remedied.
46) Incorrectly stored / exposed garden equipment	R1 000 per month 60 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out the breach and R1 000 monthly thereafter until the breach is remedied.
47) Visible temporary pools and or trampolines	R1 000 per month 60 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out the breach and R1 000 monthly thereafter until the breach is remedied.
48) Exposed garages & clutter	R1 000 per month 60 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out the breach and R1 000 monthly thereafter until the breach is remedied.
49) Exposed caravans & trailers (please make use of a trailer park)	R1 000 7 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out the breach. Then R2000 monthly thereafter until the breach is remedied.
50) Unsightly garden waste	R1 000 7 Days after transmittal of a written demand in terms of Paragraph 16.1.1 of the Memorandum of Incorporation setting out the breach. Then R1000 monthly thereafter until the breach is remedied.

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HOUSE RENOVATIONS & BUILDING CONTRACTORS PENALTY STRUCTURE	
TRANSGRESSION	PENALTY CHARGES WITH EFFECT JAN 2021
51) Spillage of hydrocarbons	R2 500 per incident & rehab costs
52) Drip trays not being used under vehicles, trucks, TLB, generators and any hydrocarbon machinery.	R1 500
53) Indigenous plants of any description may not be moved from the stand without approval of the ECO. (NEW BUILDS ONLY)	R10 000 (Tree) R 1 000 (Other)
54) Construction rubble shall always be placed in a Skip and covered. Skips must be emptied on a regular basis.	R2 000(No container) R 500 (Not covered) R1 000 (Not being emptied)
55) Encroaching onto adjacent stands or works exceeding 50% of the development pocket of the site.	R2 000
56) Not using appropriate trays for cleaning equipment e.g., paint brushes, Rhyno Lite and the like.	R1000 per incident
57) No concrete, cement, or other building materials to be stored, mixed, or prepared on roadways, kerbs, pavements or outside of the 50% development pocket.	R2 000 per incident
Spillage of cement or concrete on the roadways.	R 3000 per incident & Rehab/ clean-up costs
58) Non - compliance of Health & Safety regulations in any manner identified. NB: Following Non-Compliance with any Health and Safety Regulations, work will need to cease immediately on written demand by Monaghan Farm in terms of its entitlement in terms of paragraph 16.1.2 of its Memorandum of Incorporation. The building site will remain closed until breach(es) is/are remedied to the satisfaction of Monaghan Farm and any Statutory Investigations and/or Inspections are completed.	R2 000 per incident
59) Trucks – Exceeding the below restriction in any manner: a) 6m ² tipper trucks only permitted. b) Fixed chassis vehicle only c) No articulated machinery permitted. d) Brick loads limited must be limited to 6000 bricks.	R10 000 per transgression identified
60) Failure to submit to security search/security protocol	ACCESS TO SITE OR MONAGHAN FARM ESTATE REVOKED.
61) Development pocket to be screened off on all sides with 80% density black shade cloth, at 1,4m height, for the duration of building operations. Not using appropriate: a) Y stands,	

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<p>b) 110m corner posts and stays. c) 3 strand wire.</p> <p>Failure to keep site hoarding and fencing in good order, free of holes / damage. Where fences are removed and not property reinstated</p> <p>Failure maintain and ensure a lockable gate is provided at each building site.</p> <p>NB: Following Non-Compliance work will need to cease on written demand as Monaghan Farm is entitled in terms of paragraph 16.1.2 of its Memorandum of Incorporation, and site will be closed until breach(es) is/are remedied to the satisfaction of Monaghan Farm.</p>	<p>R1 000 per week of the offence until the breach is remedied.</p> <p>R 2000 per offence and thereafter R 500 per day until the breach is remedied.</p> <p>R 2000 per offence and thereafter R 500 per day until the breach is remedied.</p>
<p>62) Making fires on any part of the stand or in the builder's yard or causing a veld fire on site or within the estate.</p>	<p>R 10 000 per incident</p>
<p>63) Contractors allowing their staff to move to and from the Builder's Yard on foot.</p>	<p>R10 000 per incident together with an additional R500 per person as an additional penalty charge</p>
<p>64) All Vehicles are to be parked within the development pocket of a Stand / Erf.</p> <p>Vehicles parked on tar roads require written permission from the estate manager.</p> <p>Vehicles not correctly parked (per above)</p>	<p>R1 000 penalty per vehicle.</p>
<p>65) Driving a vehicle in/on any area not part of development pocket or existing roads.</p> <p>Permission may be obtained from the estate manager.</p>	<p>R1 000 per incident</p>
<p>66) Undertaking construction outside of the allowed times. (6h30-18h00)</p>	<p>R2 500 per hour</p>
<p>67) Any other contravention of the EMP or rules and regulations not mentioned above.</p>	<p>R1 000 or such amount of penalty as the Board of Monaghan Farm may resolve upon in their sole and absolute discretion</p>
<p>68) Damage to Curbs.</p>	<p>R2000.00 plus cost of repair or replacement.</p>
<p>69) Damage to Swales.</p>	<p>R2000.00 plus cost of repair or replacement.</p>
<p>70) Damage to roads.</p>	<p>R2000.00 plus cost of repair or replacement.</p>

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71) Encroaching onto road reserve or servitudes.	R5 000
72) Damage to any Township Services or services infrastructure such as, but not limited to water, water meters, sewer, electrical or telecoms and the like.	R3 000 plus cost of repair or replacement.
73) Failure to report to Monaghan Farm Management any damage caused, whether wilful or not.	R5 000 plus cost as per 68 – 72 of this schedule.
74) Tampering with any of the Township Services or services, including, but not limited to forcing open water meters.	R5 000 per incident
75) Principal contractors leaving site before subcontractors.	R10 000 per incident
76) Overloading vehicles with building materials.	R1 500 per incident
77) Overloading vehicles with staff, (e.g Hanging out of open tailgate.)	R1 500 per incident
78) Littering from stationery or moving vehicles.	R1 500 per incident
79) Not using a portable chemical toilet on site or failure to provide sufficient toilets as prescribed	R2 000 per incident
80) Please ensure that all variation orders, AS-Builds etc are approved by MAC before work can commenced. NB: Any unapproved construction will be liable for a penalty and may risk having to be demolish.	R15 000 per incident
81) (a) Smoking of Cigarettes within 10 meters of the Contractors Airlock gate.	R500 per incident
82) Lack of builder's yard & development pocket maintenance/housekeeping.	R750 per week until remedied.
83) Builders yard containers/huts within the builders yard not painted grey.	R750 per week until remedied.
84) Any Expired Internal or Regulatory Documentation for example – expired letter of good standing / Other regulatory certification that may have expired etc. (Site shall be closed after 30 days on written demand in terms of Monaghan Farm's entitlement in terms of paragraph 16.1.2 of its Memorandum of Incorporation)	R1000 per week until remedied
85) Disposal of building material at a non-authorized refuse site.	R5 000 per incident.
86) Not erecting builder's board within 14 days of breaking ground. The site shall be closed on day 21 on written demand in terms of Monaghan Farm's entitlement in terms of paragraph 16.1.2 of its Memorandum of Incorporation until rectified.	R500 per day until remedied
87) Any vehicle for delivery/contract work found driving around the estate canvassing work opportunities	R2 000 per incident.
88) On repeat offence-Where the CEO/Estate Manager has pointed out a contravention of the rules and the	

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contractor has not remedied the situation within 48 hours a 100% an escalation of the penalty will be applied, and the Contractor may be locked out of Monaghan Farm Estate on written notification in terms of Monaghan Farm's entitlement in terms of paragraph 16.1.2 of its Memorandum of Incorporation.	
89) Cement trucks found dropping off cement along the outside of Monaghan Farm.	R7 500 per incident.
90) Failure to permanently have available on-site Council approved plans, MAC approved plans, MAC approved variation orders and approved landscape plan.	R1 000 per incident.
91) Staff/contractors not in uniform.	R1 000 per person.
92) Connecting to the HOA sewer system prior to a flush inspection	R15 000 per incident.

BUILDING PENALTY

93) Failure to commence building twenty-four (24) months from date of transfer of an undeveloped stand.	A monthly late building penalty levy amount equal to the monthly levy prescribed by Monaghan Farm NPC at the time, until development and building works commence as per the Rules and Regulations of Monaghan Farm NPC.
94) Failure to complete building works within twenty-one (21) months from date of the commencement of development and building works as per the Rules and Regulations of Monaghan Farm NPC.	A monthly late building penalty levy amount equal to the monthly levy prescribed by Monaghan Farm NPC at the time, until building works are completed as per the Rules and Regulations of Monaghan Farm NPC.
95) Failure to complete a semi-developed stand within twelve (12) months from date of transfer.	A monthly building penalty levy amount equal to the levy amount prescribed by Monaghan Farm

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	Home NPC at the time, until all building works are completed as per the Rules and Regulations of Monaghan Farm NPC.
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Schedule: version control.

1-03-2022	Final	Published to website and portal. SCHEDULE OF FEES, CHARGES AND PENALTIES NOTICE OF AVAILABILITY Ref No: 29/01/2021-792
02-2022	Amendment Procedures	Budget review process: Increment recommended by Fincom to Board of Directors. Increment principles adopted at Board meeting 1 February 2022 Final Schedule verified by Directors assigned to Fincom _ 8 February 2022
02-03-2022	Final	Published to website and portal. SCHEDULE OF FEES, CHARGES AND PENALTIES NOTICE OF AVAILABILITY Ref No: 02/03/2022 – 963
3-10-2022	FINAL	Published to website and portal. SCHEDULE OF FEES, CHARGES AND PENALTIES NOTICE OF AVAILABILITY Ref No: 03/10/2022 – 873
11-04-2023	Final	Published to website and portal. SCHEDULE OF FEES, CHARGES AND PENALTIES NOTICE OF AVAILABILITY Ref No: 11/04/2023 – 1098
14-02-2024	Final	Adopted by way of Board resolution along with MFHOA Budget and levy increase as of 1 March 2024
06-07-2024	Final	Special resolutions No 3 and No 4 of the AGM of 6 July 2024 incorporated