

# Budget process – key dates

Retirement village operators must follow a structured budget and financial reporting process each year.



## Notice of budget meetings must be given **before 1 April**

- At least 30 days before the preparation meeting.
- Draft budget documents must be given before or with notice of meeting dates.

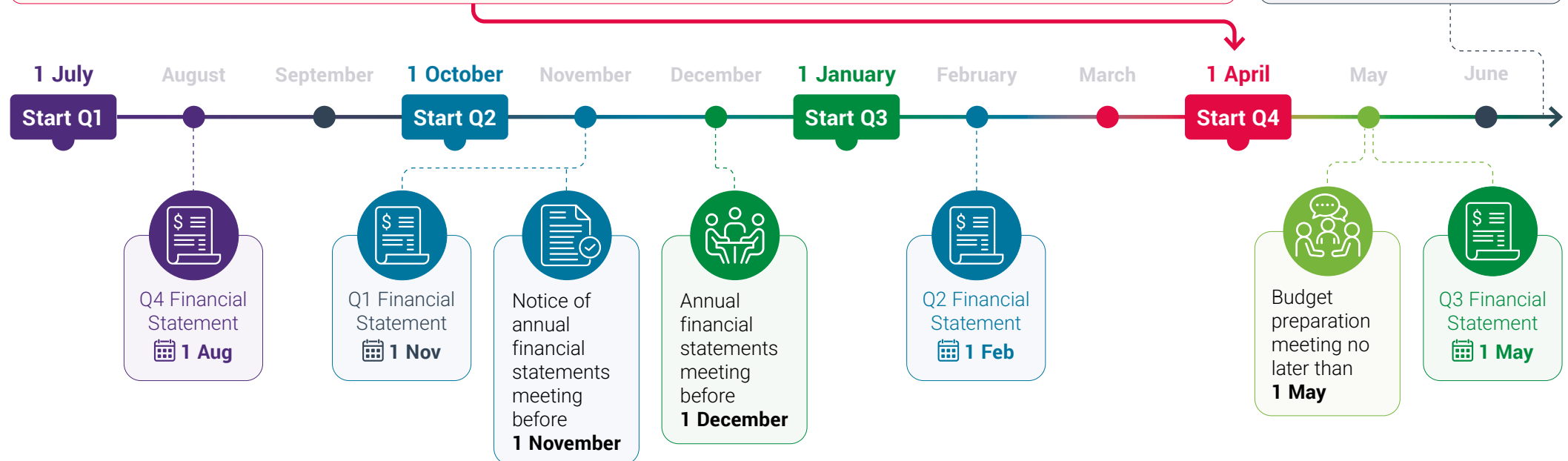


## Budget documents include:

- Operating budget.
- Capital maintenance budget.
- Capital replacement budget.



Budget finalisation meeting no later than **1 July** and at least **50 days** after preparation meeting



This process helps keep residents informed and ensures transparency about how village funds are planned and used.



**Tip:** Meet all timeframes and share information clearly to support good decision making.