FOR THE BOARD

Does this sound like *your* association?

- Receipt booklets that never quite match the treasurer's spreadsheet.
- Homeowners texting, calling or stopping you at the gate to ask, "How much do I still owe?"
- Arrears from years back that nobody can fully trace.
- A financial report put together the night before the general assembly.
- Audit and BIR season means weeks of rebuilding the books by hand.

Cara puts all of it in one system.

Billing, receipts, the books and your members, kept in step automatically. Open to see how.

FREE · 30 MINUTES · NO OBLIGATION

See Cara run *your* subdivision

We set up the demo with your association's name on it and walk your Board through a full month of billing, collections and reports. Online, or in person at your clubhouse.

SCAN TO BOOK YOUR DEMO

CALL / TEXT	0918 927 7102
EMAIL	info@sugbo.homes
WEBSITE	www.sugbo.homes

YOUR DEMO COVERS

- ✓ A full billing run for your homes
- ✓ Recording, verifying and receipting payments
- ✓ The member app on a homeowner's phone
- ✓ The daily collection report and the books

Built in Cebu by a member of **The Fraternal Order of Eagles – Philippine Eagles**

Cara

HOA MANAGEMENT SYSTEM

✓ THE ONLY HOA PLATFORM WITH REAL BOOKS

Run your whole association, *from billing to the books.*

Dues, payments, receipts, accounting, security and community, in one system your Board, treasurer and homeowners can all trust.

Live since September 2026 at Joanna Homeowners Association, Inc. Phase 2, **269 homes**.

Book a free demo — Call or text **0918 927 7102**

BILLING & COLLECTIONS

Billing that *runs itself*

From the first bill to the official receipt, every step is handled and every peso is accounted for.

MONTHLY BILLING
Dues, water, garbage, security and special projects billed in one run, with arrears carried and penalties applied by your rules.

INSTANT RECEIPTS
An official PDF receipt the moment a payment is verified, naming every charge it paid, month by month. Cash, GCash, bank or split.

MEMBER APP
Homeowners see their bills, pay, upload proof and download their Statement of Account on their phone. No app store needed.

CASH CONTROLS
Two-person verification, daily cashier closing, OR booklet tracking and a full audit trail. Your treasurer is protected.

DAILY COLLECTION REPORT
The collection sheet your office keeps by hand, printed for you: every OR, what it paid, GCash tagged and the cash on hand.

SECURITY & COMMUNITY
Guard kiosk with QR gate passes and visitor logs, plus SMS, push and email announcements, reservations, polls and voting.

ARREARS & HOUSE RULES
Payment plans put arrears on monthly installments, with penalties paused while kept. Violation notices, with fines paid at the counter or on the next bill.

WHAT MAKES CARA DIFFERENT

Real books, *not just a ledger*

Most HOA apps stop at billing. Cara has full double-entry accounting built in, so every bill, payment and expense posts to your books automatically.

- GENERAL JOURNAL
- GENERAL LEDGER
- CASH RECEIPTS BOOK
- DISBURSEMENTS BOOK
- TRIAL BALANCE
- FINANCIAL STATEMENTS

MEMBERS TIE TO THE BOOKS
What homeowners owe always equals receivables in the ledger, so the treasurer's report and the members' statements tell the same story.

EXPENSES & VOUCHERS
Disbursement vouchers, payroll, petty cash, withholding tax and budgets, each posted the day it is paid.

PROJECT FUNDS KEPT APART
Money collected for a project, like a water tank, sits in its own fund and never inflates income. Paying the contractor draws it down.

REPORTS FOR THE BOARD
Collections, aging of arrears, budget against actual and the financial statements, ready for every board meeting and the general assembly, plus the year's DHSUD compliance pack.

Ready for your auditor and the BIR. Books of accounts print with your registration details, and every entry can be traced back to its receipt or voucher.

PROVEN, NOT PROMISED

Already running *a real subdivision*

Joanna Homeowners Association, Inc. Phase 2 moved its billing and books to Cara in September 2026.

269 HOMES MANAGED	**360+** PAYMENTS RECEIPTED
1,200+ ENTRIES POSTED AUTOMATICALLY	**₱0** DIFFERENCE BETWEEN MEMBERS AND BOOKS

SWITCHING IS SIMPLE

1. **A demo for your Board**
   30 minutes, online or in person, with your association's name on it.
2. **We load your records**
   Members, lots and each homeowner's current balance and arrears, so no account is lost.
3. **Go live**
   Your first bills and receipts come out of Cara, and we train your officers and staff.

95+ modules in one system, including equipment lending, work permits, move-in/out and preventive maintenance, with four portals: Admin, Member, Guard and your public website.