

## The ODCE and Residential Management Companies

*The ODCE's remit is company law and as such it deals with complaints in relation to the following, where breaches of company law may occur:*

- ✓ Register of Members
- ✓ Register of Director and Secretaries
- ✓ Directors' duties under company law (i.e. statutory duties)
- ✓ Company Secretaries duties
- ✓ Financial Statements
- ✓ Holding of AGMs
- ✓ Access to the Registered Office
- ✓ Requirements for Company Letterheads/websites
- ✓ Insolvent Liquidations

**Contact ODCE at 01 8585800 Press Option – 2 - Complaints**

Queries in relation to Filing of Company Accounts, and to involuntary strike-off are dealt with by the Companies Registration Office – 01 8045200

*The ODCE does not deal with complaints in relation to the following:*

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| <ul style="list-style-type: none"><li>✗ Chairing of Meetings</li><li>✗ Holding of EGMs</li><li>✗ Minute taking</li><li>✗ Maintenance of Common Areas</li><li>✗ Repairs</li><li>✗ Service Charges</li><li>✗ Insurance</li><li>✗ Waste Management</li><li>✗ Taxation</li><li>✗ Litter</li><li>✗ Local Government Issues</li><li>✗ Planning Issues</li><li>✗ Contractual Issues</li><li>✗ Employment Issues</li><li>✗ Health &amp; Safety Issues</li><li>✗ Property Law</li></ul> | <ul style="list-style-type: none"><li>✗ Memo and Articles of Association (including procedures relating to the election/resignation of directors)</li><li>✗ Management Company's Bank Account</li><li>✗ Depreciation/Dilapidation and Capital Expenditure</li><li>✗ Access to Accounting Records by members/others (i.e. invoices, individual expenses, bank records etc.)</li><li>✗ Delays in transfer of common areas from a developer to a management company</li><li>✗ 'Ad Hoc' and other Committees</li></ul> |
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