



4 November 2013

The Treasurer
Australian Children's Contact Services Association Inc.
P O Box 132
Watsonia Vic 3087

Dear Treasurer,

**RE: AUDIT IN RESPECT OF THE PERIOD
1 July 2013 to 30 June 2013**

We have completed our audit of the financial report of the Australian Children's Contact Services Association Inc. for the period 1 July 2012 to 30 June 2013.

As stated in our engagement discussions, our audit is designed to form an opinion on the financial report. Because of the test nature of an audit, there is a risk that some material misstatement, fraud or irregularity may remain undiscovered.

This report is prepared under the terms of our engagement solely for the information of the Management of the Australian Children's Contact Services Association Inc.

We would also like to thank you for the assistance provided to us during the course of the audit.

We have *enclosed* our invoice for this engagement and request that you adhere to our terms of trade which stipulate a 14 day account.

If you would like to discuss any of the matters raised herein, then please do not hesitate to contact me direct.

Yours faithfully

Peter Rule

Encl.

Australian Childrens Contract Services Assn Inc Cash Receipts and Disbursements For the period 1 July 2012 to 30 June 2013

	2013	2012
Income		\$
Membership Fees	5,350.00	7,100.00
Conference Registration Fees	0.00	7,445.00
Grant	0.00	168,445.00
Interest Received	56.89	26.28
Total Income	<u>5,406.89</u>	<u>183,016.28</u>
 Expenditure		
Accountant Fees	660.00	550.00
Advertising	0.00	307.27
Bank Charges	0.00	0.00
Conference Costs	0.00	36,146.83
Consumer Affairs	43.90	42.80
Frame Work	27,689.96	0.00
GST Paid	0.00	1,175.00
Project Work	51,535.00	58,649.75
Stationery	279.00	248.39
Teleconferencing	0.00	1,539.45
Travel	0.00	1,423.12
Website	2,639.31	1,369.00
Workshop/Training	2,451.01	337.64
Total Expenditure	<u>85,298.18</u>	<u>101,789.25</u>
 Operating Surplus/(Deficit)	<u><u>-79,891.29</u></u>	<u><u>81,227.03</u></u>

(This statement is to be read in conjunction with the attached Notes to Accounts)

Australian Children Contract Services Assn Inc

Balance Sheet

For the period 1 July 2012 to 30 June 2013

Assets	2013	2012
<i>Current Assets</i>		
Commonwealth Bank - Ivanhoe	79,400.81	158,983.75
Less unrepresented cheque no 480	-308.35	
Total Assets	<u>79,092.46</u>	<u>158,983.75</u>
Liabilities		
Judy Nicholls Memorial Fund	<u>338.00</u>	<u>338.00</u>
Total Liabilities	<u>338.00</u>	<u>338.00</u>
Net Assets	<u>78,754.46</u>	<u>158,645.75</u>
Equity		
Retained Earnings	158,645.75	77,418.72
Current Year Earnings	-79,891.29	81,227.03
Total Equity	<u>78,754.46</u>	<u>158,645.75</u>



Independent Auditor's Report to the Management of the Australian Children's Contact Services Association Inc

We have audited the accompanying statement of cash receipts and disbursements of the Australian Children's Contact Services Association Inc for the period 1 July 2012 to 30 June 2013.

The Responsibility of Management for the Financial Statement

Management are responsible for the preparation and presentation of this statement in accordance with the cash receipts and disbursements basis of accounting described in Note 1 for the purpose of providing information to the Department of Employment and Training. This responsibility includes designing, implementing and maintaining internal control relevant to the preparation and presentation of the statement that is free from material misstatement, whether due to fraud, or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

Our responsibility is to express an opinion on the statement based on our audit. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the statement is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the statement. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and presentation of the statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statement.

The statement of cash receipts and disbursements has been prepared in accordance with the cash receipts and disbursements basis of accounting described in Note 1 for the purposes of providing information to the Department of Employment and Training. The statement may not be suitable for another purpose. Our report is intended solely for the Australian Children's Contact Services Association Inc and the Department of Employment and Training and should not be distributed to or used by parties other than the Australian Children's Contact Services Association Inc and the Department of Employment and Training.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Audit Opinion

In our opinion, the statement of cash receipts and disbursements of the Australian Children's Contact Services Association Inc for the period 1 July 2012 to 30 June 2013, presents fairly, in all material respects, in accordance with the cash receipts and disbursements basis of accounting described in Note 1.

Complete Business Strategies Pty Limited
Chartered Accountants

Peter J. Rule
Director

Signed at Birtinya this 4th November, 2013.