

<b>Australian Historic Motoring Federation Inc</b>			
<b>Statement of Receipts and Payments</b>			
<b>For the Year Ended 30 June 2020</b>			
	<b>2020</b>	<b>2019</b>	
	<b>\$</b>	<b>\$</b>	
<b>OPENING CASH (a)</b>	<b>\$ 87,912.26</b>	<b>\$ 40,174</b>	\$1.67 incl in 2 places
<b>RECEIPTS</b>			
Affiliation Fees	2,800.00	3,150	
AGM Receipts 2019	270.00	8,465	
Interest Income	581.41	1,088	
2020 Tour - sponsorship	15,150.00	2,000	
2020 Tour - registrations etc	47,233.00	49,355	(incl all 2020 Tour income excl Sponsors)
2020 Tour - reversals	2,148.75	-	\$500 in/out-Site Fee
2020 Tour excess transfer to General A/c	3,974.68		
Postage	-	37	
<b>Total Receipts</b>	<b>72,157.84</b>	<b>64,095</b>	
<b>PAYMENTS</b>			
AGM Expenses	4,190.00	4,496	
Printing	55.08	380	
Robert Shannon Foundation	800.00	800	
Secretarial Expenses	-	-	
Teleconference	289.75	94	
Website	1,444.75	4,296	(incl 2020 exp)
2020 Tour exp - Other	-	3,702	
2020 Tour exp - Accommodation	3,666.52	830	
2020 Tour exp - Fares	1,684.10	479	
2020 Tour exp - Fuel	1,008.78	266	
2020 Tour exp - Meals	1,250.21	417	
2020 Tour exp - Taxi	38.84	42	
2020 Tour exp - Printing	7,965.34	193	
2020 Tour exp - Postage	5,194.95	36	
2020 Tour exp - Amex Fees	23.71	-	
2020 Tour exp - Eway Fees	713.99	-	
2020 Tour exp - Bank Fees	45.32	327	
2020 Tour exp - Regalia	16,443.40	-	
2020 Tour exp - Site Use	500.00	-	
2020 Tour exp - Signage	424.00	-	
2020 Tour exp - Gifts/Prizes/Trophies	1,981.22	-	
2020 Tour exp - Transfers/Refunds	69,965.70	-	
<b>Total Payments</b>	<b>117,685.66</b>	<b>16,358</b>	
<b>Net Cash Surplus - current year (b)</b>	<b>- 45,527.82</b>	<b>47,737</b>	
Plus/Less Rounding		1	
<b>CLOSING CASH (= a + b)</b>	<b>\$ 42,384.44</b>	<b>\$ 87,912</b>	
<b>Cash at Bank</b>	<b>2020</b>		
<b>As at 30 June 2020</b>	<b>\$</b>		
Westpac Cheque Account	9,485.52	9,217	
Westpac Savings Account	0.45	2	
Westpac Events Account	626.90	46,944	
Westpac Term Deposit	32,271.57	31,749	
<b>Total Cash at end of year</b>	<b>\$ 42,384.44</b>	<b>\$ 87,912</b>	





**AGREED-UPON PROCEDURES REPORT TO THE MEMBERS OF THE AUSTRALIAN HISTORIC MOTORING FEDERATION INC**

We have performed the procedures described below with regard to the books, records and financial report of The Australian Historical Motoring Federation Inc (AHMF) for the year ended 30 June 2020.

**Responsibility for the Income and Expenditure Statement and Balance Sheet**

The Committee is responsible for the preparation and maintenance of the books and records for the purpose of providing information to the members and meet the requirements of the Incorporated Associations Act (NSW). This responsibility includes designing, implementing and maintaining internal control relevant to the preparation of the annual financial reports comprising the Income and Expenditure Statement and Balance Sheet that are 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.

**Agreed-upon procedures**

Our engagement was undertaken in accordance with the ASRS 4400: *Agreed-Upon Procedures Engagements to Report Factual Findings*. The responsibility for determining the adequacy or otherwise of the procedures agreed to be performed is that of AHMF. The following procedures were performed solely to assist you in evaluating the truth and accuracy of the annual financial report:

Procedure	Result
Agreeing to bank statements to the cash book for the Association	The cash book agrees to the bank statements for the period
Testing a sample of payments to supporting documentation, the cash book and the bank statements	All payments tested agreed to supporting documentation and the bank statement
Testing a sample of money received from the bank statement to the cash book and receipt issued.	All funds received tested from the bank account were supported by receipts. However, our testing was limited to money banked and therefore does not cover any funds received but not banked.
Reviewing the financial report for accuracy against the cashbook	The cash book is accurately reflected in the financial report

Because the above procedures do not constitute either an audit in accordance with Australian Auditing Standards or a review in accordance with Australian Auditing Standards applicable to review engagements, we do not express any assurance on the attached annual financial report.

Had we performed additional procedures or had we performed an audit in accordance with Australian

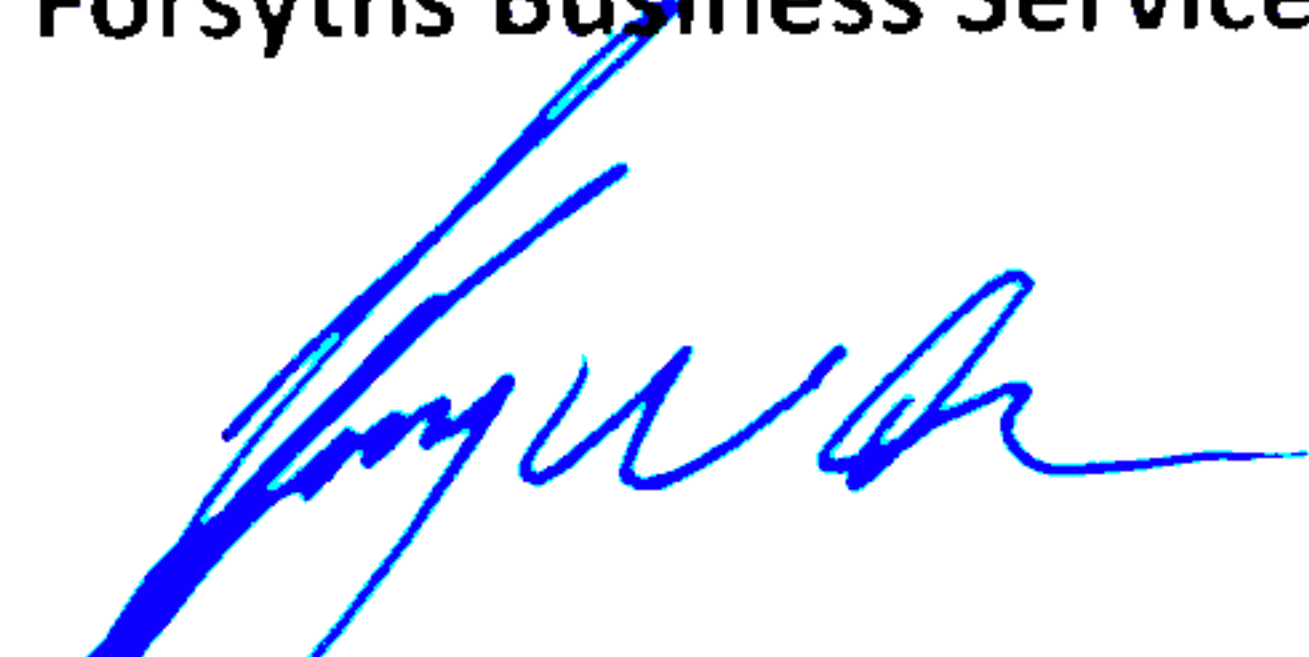
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Auditing Standards or a review in accordance with Australian Auditing Standards applicable to review engagements, other matters might have come to our attention that would have been reported to you.

Our report is solely for the purpose set forth in the first paragraph of this report and for your information and is not to be used for any other purpose or distributed to any other party. This report relates only to AHMF's annual financial report specified above and does not extend to any other financial information of AHMF taken as a whole.

*Forsyths*

Forsyths Business Services Pty Limited



Geoffrey W Allen  
Principal

25 August 2020



25 August 2020

Maxine Beale  
AHMF Treasurer  
726 Kaputar Rad  
NARRABRI NSW 2390

Dear Maxine

## **AGREED-UPON PROCEDURES ENGAGEMENT LETTER**

You have requested that we perform the agreed-upon procedures specified below on the books and records of The Australian Historical Motoring Federation Inc (AHMF) for the year ended 30 June 2020 to meet the reporting requirements of the members and meet the requirements of the Incorporated Associations Act (NSW).

We are pleased to confirm our acceptance and our understanding of this agreed-upon procedures engagement and the nature and limitation of the procedures we will conduct. Our engagement will be conducted with the objective of reporting factual findings resulting from each procedure.

### *Responsibilities of the assurance practitioner*

We will conduct our engagement in accordance with the Standard on Related Services *ASRS 4400 Agreed-Upon Procedures Engagements to Report Factual Findings*. The standard requires that we comply with ethical requirements equivalent to Other Assurance Engagements, and plan and perform agreed procedures to obtain factual findings. The procedures which we will perform will be restricted to those procedures agreed with you and listed below. Information acquired by us in the course of our engagement is subject to strict confidentiality requirements and will not be disclosed by us to other parties except as required or allowed for by law or professional standards, or with your express consent.

We have agreed to perform the following procedures and report to you the factual findings resulting from our work:

- a) Agreeing to bank statements to the cash book for the Association;
- b) Testing a sample of payments to supporting documentation, the cash book and the bank statements;
- c) Testing a sample of money received from the bank statement to the cash book and receipt issued; and
- d) Reviewing the financial report for accuracy against the cashbook.

Given the small size of the association and limited financial controls our work is limited to receipts recorded in the period deposited in the bank and does not include other revenue that may not have been banked.

*The responsibilities of the Committee*

Our agreed-upon procedures will be performed on the basis that the Committee understand that:

- a) They have responsibility for determining the adequacy or otherwise of the procedures agreed to be performed by us;
- b) They have responsibility for determining whether the factual findings provided by us, in combination with any other information obtained, provide a reasonable basis for any conclusions which you or the intended users wish to draw on the subject matter;
- c) They have responsibility to provide us with:
  - (i) Access to all information of which management is aware that is necessary for the performance of the procedures agreed;
  - (ii) Additional information that we may request from you for the purpose of the engagement; and
  - (iii) Unrestricted access to persons within the entity from whom we require co-operation in order to perform the procedures agreed.
- d) The procedures we will perform are solely to assist AHMF. Our report of factual findings is not to be used for any other purpose and is solely for your information.
- e) The procedures that we will perform will not constitute a reasonable or limited assurance engagement in accordance with AUASB standards and, consequently, no assurance will be provided.

*Fees*

Our fee for this agreed-upon procedures engagement is set at \$500 plus GST.

*Our Reports*

Our report of factual findings will consist of a detailed listing of the procedures performed and our findings in relation to each procedure, including any errors or exceptions identified regardless of whether those errors or exceptions have since been rectified. Use of our report will be restricted to you and all other parties will be excluded from using the report.

*Future Years*

This letter will be effective for future years unless any change in the terms of our appointment is advised.

*Acknowledgement*

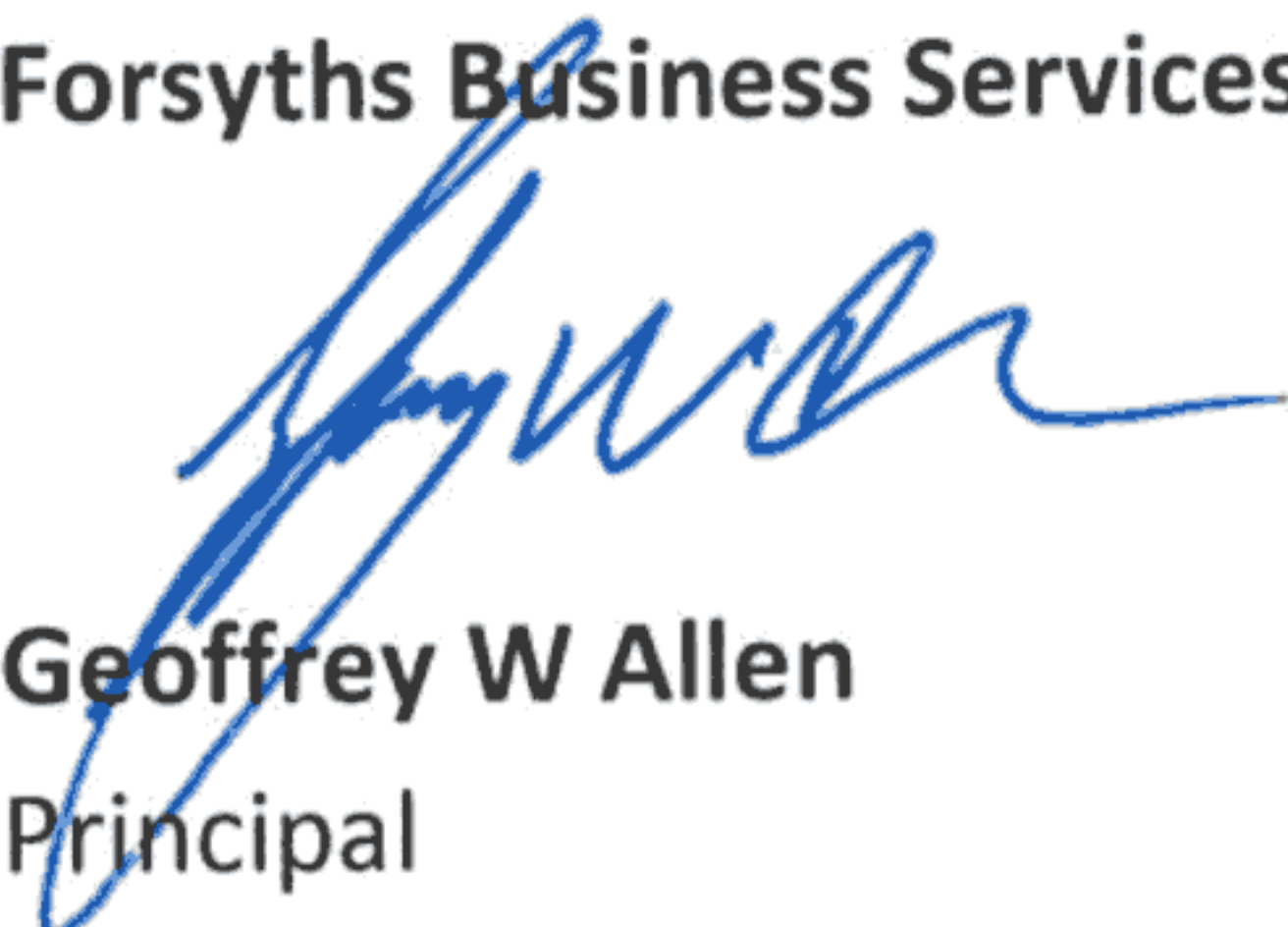
Please sign and return the attached copy of this letter to indicate that it is in accordance with your understanding of the arrangements for our agreed upon procedures, including our respective



responsibilities.

Yours faithfully

**Forsyths Business Services Pty Ltd**



**Geoffrey W Allen**  
Principal

Acknowledged on behalf of AHMF

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Treasurer

\_\_\_\_\_

Date