



Australian Government

Australian Industrial Registry

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Mr Aart van Roest
President
The Australian Retailers Association
Level 11, 45 Market Street
SYDNEY NSW 2000

Dear Mr van Roest,

**The Australian Retailers Association (ARA)
Schedule 1 of the Workplace Relations Act 1996 (RAO Schedule)**

National Division - Financial Report for Year Ended 30th June 2005 - FR2005/297
National Division - Financial Report for Year Ended 30th June 2006 - FR2006/469
New South Wales Division - Financial Report for Year Ended 30th June 2006 - FR2006/470
South Australian Division - Financial Report for Year Ended 30th June 2005 - FR2005/299
South Australian Division - Financial Report for Year Ended 30th June 2006 - FR2006/471
Tasmanian Division – Financial Report for Year Ended 30th June 2004 – FR2004/332
Tasmanian Division – Financial Report for Year Ended 30th June 2005 – FR2005/300
Tasmanian Division – Financial Report for Year Ended 30th June 2006 – FR2006/472

Thank you for the financial reports of the National, New South Wales, South Australian and Tasmanian Divisions of The Australian Retailers Association as listed above. The documents were lodged in the Industrial Registry on 22nd February 2007.

The documents have been filed.

In the normal course of events each of the financial reports from each Division would be commented upon in detail, partly in order to provide assistance for that Division in preparing its documents for the next financial year. Unusual circumstances have arisen in this instance, however, due to the organisational restructure which occurred on 26th October 2006 (see matter number R2006/331) and which abolished the regional Divisions of the ARA. In light of this, I am providing detailed comment upon the financial reports of the National Division for the years ended 30th June 2005 and 30th June 2006 (being the entity that continues to be a reporting unit for the purposes of the RAO Schedule) but my comments regarding the New South Wales, South Australian and Tasmanian Division reports are less detailed as these Divisions are no longer reporting units.

You do not need to take any further action in respect of the documents that have been lodged.

GENERAL COMMENTS RELEVANT TO ALL FINANCIAL DOCUMENTS

Execution of Documents

All of the documents for each Division have been signed by Mr Aart Van Roest and Mr Michael Leask, both of who were members of National Council prior to the restructure and who then took up office as members of the ARA Transitional Council at the time of the restructure in October 2006.

All of the lodged documents were prepared after the date upon which the Transitional Council took up office. That is, documents relating to the Tasmanian Division were all executed on 18th December 2006 (irrespective of the financial year to which they related), those relating to the New South Wales Division were executed on 29th November 2006 and all remaining documents were executed on 30th January 2007.

This presents an unusual issue. Generally speaking, the RAO Schedule requires documentation to be prepared by a 'designated officer' which is defined as being an officer of the particular

reporting unit to which the report relates (see section 243 of the RAO Schedule). While all of the documents have clearly been signed by an elected office holder of the current reporting unit, preparation of the reports after the date of restructure means that (apart from the National Division accounts) none of the documents have been signed by an officer of the particular reporting unit to which they relate. In other words, for example, the documents relating to the Tasmanian Division have not been signed by an elected office holder from the (former) Tasmanian Division.

The Registry would normally refuse to file documents if they have not been prepared by a designated officer. The restructure, however, has made it impossible to have documents signed by a designated officer from the former Divisions so in these particular circumstances the documents will be accepted for filing.

Identification of Signatories

Quite a few of the lodged documents do not identify the signatory by name and position. Since they have all been signed by the same two signatories this is not of concern with respect to these particular accounts, but generally speaking it is necessary, in my view, for all signatories to be identified so that it is clear that documents have been executed by officer(s) in accordance with the requirements of the RAO Schedule.

Would you please ensure in future that signatories are identified by name and position as a matter of course.

Preparation of Secretary's Certificate by Executive Director

Section 268(c) of the RAO Schedule, together with Regulation 162 of the Workplace Relations (Registration and Accountability of Organisations) Regulations 2003 (RAO Regulations), requires the Secretary's Certificate to be signed by either the Secretary or by another 'designated officer' who is authorised by the Association or by its Rules. (See section 243 of the RAO Schedule for a definition of the term 'designated officer' and sections 6 and 9 for definitions of the terms 'office' and 'officer' respectively).

Each of the financial reports was lodged under cover of a letter that has been signed by Mr Duncan Shaw, who is identified as the Executive Director. Mr Shaw's name is not listed as a member of the Transitional Council in rule 40.4 of the ARA's registered rules and the position of Executive Director is not included as an elected office in rules 21 or 23. It therefore appears that Mr Shaw is an employee, rather than an officer, of the ARA and is therefore not able to sign the Secretary's certificate.

In future years you are required to ensure that the Secretary's Certificate is signed by either the Secretary or another appropriately authorised officer. The documents will not be filed unless an appropriately executed Certificate is lodged.

Presentation of Financial Documents to Annual General Meeting (AGM) of Restructured Body

All of the financial documents that were lodged were presented to the AGM of the restructured body on 8th February 2007.

In the normal course of events, presentation of financial documents relating to the Divisions in New South Wales, South Australia or Tasmania to a general meeting of the national body would not meet the requirements of the RAO Schedule as section 266 requires each separate reporting unit to present its financial report to a 'general meeting of the members of the reporting unit'. In other words, the Tasmanian Division's report must be presented to a general meeting of members of the Tasmanian Division and so on.

The unusual circumstances arising from the restructure and delay in preparation of some documentation have created circumstances in which it is no longer possible to present reports to general meetings of the Tasmanian, South Australian and New South Wales Divisions as these

bodies no longer exist. As a result, the documents will be filed even though they have not strictly met the requirements of section 266 of the RAO Schedule.

Documents Not Presented to General Meeting within 6 Months of End of Financial Year

I refer to a letter from Mr Duncan Shaw to the Industrial Registrar dated 17th November 2006 requesting an extension of time for holding the AGM due to the unusual circumstances surrounding the organisational restructure. The letter sought an extension of time until 8th February 2007.

Mr Shaw's covering letter confirms that the AGM was held on 8th February 2007 and that all of the financial documents were presented to members on that date.

As was noted in the letter and confirmed in a telephone conversation on 29th December 2006 between Mr Shaw and myself, section 266(1) of the RAO Schedule states that the financial report must be presented to a general meeting of members within the period of 6 months from the end of the financial year (that is, by 31st December of the same year). The maximum extension of time which can be granted by the Registrar is one month (see section 265(5)). Unfortunately, the legislation does not allow for any further extension.

As a result, all of the documents (including those for the financial year ended 30th June 2006) were late in being presented to the AGM but those for the financial years ending 30th June 2005 and 30th June 2004 were particularly late.

You are required to ensure in future that the documents are circulated to members and presented to a meeting within the 6 month period set out in the RAO Schedule. I anticipate that this should not be a problem for the Association, however, if it returns to its usual practice of holding the AGM in November or earlier.

Secretary's Certificate – Circulation of Documents to Members

The covering letter from Mr Shaw does not provide information regarding provision of copies of documents to members prior to the AGM.

Section 265(1) of the RAO Schedule requires a reporting unit to provide its members, free of charge, with a copy of the accounts that are to be presented to the AGM. The Secretary's certificate must then state that the documents are those that were presented to a meeting and also provided to members (see section 268(c) of the RAO Schedule). You are also requested to include the date upon which the documents were provided to members.

A sample Secretary's Certificate is enclosed for future reference.

Documents must be Circulated to Members at least 21 Days before AGM – National and South Australian Divisions

Unless a concise report is circulated, section 265(1)(a) requires the ARA to circulate to its members a 'full report' consisting of a copy of the Auditor's Report, a copy of the General Purpose Financial Report (which must include the Committee of Management Statement) and a copy of the Operating Report.

Where they are being presented to a general meeting, these documents must be circulated to members at least 21 days prior to the meeting (see section 265(5) of the RAO Schedule). Since each of the Auditor's Reports for the National and South Australian Divisions is dated 30th January 2007 and this is one of the documents that must be circulated, the earliest possible date upon which the AGM should have been held was 21 days later (that is, 20th January 2007).

In other words, financial reports for the National and South Australian Divisions could not have been circulated to members early enough to allow for a 21 day period between the date of circulation and the date of the AGM. This does not apply to the New South Wales and Tasmanian Divisions as the Auditor's Reports for these two divisions were dated 29th November 2006 and

18th December 2006 respectively. Since a Secretary's certificate has not been filed, however, it is not possible to determine whether the Tasmanian and New South Wales accounts were circulated in accordance with section 265(5).

You are required in future to ensure that financial documents are circulated to members a minimum of 21 days prior to the general meeting at which they are presented.

NATIONAL DIVISION – YEAR ENDED 30TH JUNE 2005 (FR2005/297)

Operating Report

Superannuation Trustees

The Operating Report is required to state whether any officer or member of the Branch is a trustee of a superannuation entity (or a director of a company that is a trustee of a superannuation entity) – see section 254(2)(d) of the RAO Schedule.

If no officer or member of the Branch is a trustee or director of a superannuation entity, the Operating Report should include a statement to this effect.

Number of Employees

Regulation 159(b) of the RAO Regulations requires the Operating Report to give the number of employees who were, at the end of the financial year, employees of the reporting unit. The number must include both full-time and part-time employees measured on a full-time equivalent basis.

If there are no employees then the Operating Report should include a statement to this effect.

Committee of Management Statement

The Committee of Management Statement must confirm that it has been made in accordance with a resolution of the Committee and provide the date of that resolution (see Items 18(a) and (b) of the Industrial Registrar's Reporting Guidelines).

Suggested wording for the opening paragraph of the Committee of Management Statement in the future is as follows:

On [insert date of meeting] the Committee of Management of The Australian Retailers Association passed the following resolution in relation to the General Purpose Financial Report (GPFR) for the financial year ended 30th June [insert year].

NATIONAL DIVISION – YEAR ENDED 30TH JUNE 2006 (FR2006/469)

Operating Report

Superannuation Trustees

As was noted with respect to the National Division accounts for the year ended 30th June 2005, the Operating Report must state whether any officer or member of the Branch is a trustee of a superannuation entity (or a director of a company that is a trustee of a superannuation entity) – see section 254(2)(d) of the RAO Schedule.

Number of Members

Regulation 159(a) of the RAO Regulations requires the Operating Report to give the number of persons recorded in the register of members at the end of the financial year.

Number of Employees

As noted above, Regulation 159(b) of the RAO Regulations requires the Operating Report to give the number of employees who were, at the end of the financial year, employees of the reporting unit. The number must include both full-time and part-time employees measured on a full-time equivalent basis.

Right of Members to Resign

Section 254(2)(c) of the RAO Schedule requires the Operating Report to give details of the right of members to resign from the reporting unit under section 174.

Naming of 'Operating Report'

The Operating Report is headed 'Committee's Report', which may be confusing to members given that the Registrar's Reporting Guidelines also require each reporting unit to provide a 'Committee of Management Statement' (see next heading).

You are therefore requested to use the title 'Operating Report' for the sake of clarity.

Committee of Management Statement

Guidelines 16 to 18 of the Industrial Registrar's Reporting Guidelines require each reporting unit to prepare a 'Committee of Management Statement'. No such statement was included in the accounts for the National Division for the year ended 30th June 2006.

You are required to include a Committee of Management Statement in future.

"Statement by Members of the Committee"

Page 11 of the accounts includes a 'Statement by Members of the Committee' containing statements regarding whether the financial report presents a 'true and fair view' of the Association's financial position and whether there are reasonable grounds to believe that debts will be able to be paid as and when they fall due.

There is no requirement under the RAO Schedule to lodge such a statement.

In its place, as stated above, each reporting entity is required to lodge a Committee of Management Statement in accordance with Guidelines 16 to 18 of the Industrial Registrar's Reporting Guidelines.

SOUTH AUSTRALIAN DIVISION – YEARS ENDED 30TH JUNE 2005 (FR2005/299) AND 30TH JUNE 2006 (FR2006/471)

As both of these reports are very similar, I am commenting upon both of them together.

Operating Report

A document titled 'Committee's Report' has been provided which contains some of the information usually provided in an Operating Report.

The requirements for an Operating Report are set out in section 254 of the RAO Schedule and Regulation 159 of the RAO Regulations. In order to meet these requirements, the report which has been submitted would also need to include:

- the number of persons recorded in the register of members at the end of the financial year (see Regulation 159(a) of the RAO Regulations);
- the number of employees who were, at the end of the financial year, employees of the reporting unit (see Regulation 159(b) of the RAO Regulations);

- whether any officer or member of the Branch is a trustee of a superannuation entity (or a director of a company that is a trustee of a superannuation entity) (see section 254(2)(d) of the RAO Schedule);
- details of the right of members to resign from the reporting unit under section 174 (see section 254(2)(c) of the RAO Schedule); and
- the names of each officer of the reporting entity and the period for which they held office during the financial year (see Regulation 159(c) of the RAO Regulations). The list of names presented in the 'Committee's Report' on page 1 appears to be a list of National officers rather than the names of those who held office in the South Australian Division during the year ended 30th June 2005;

The Operating Report is headed 'Committee's Report', which may be confusing to members given that the Registrar's Reporting Guidelines also requires each reporting unit to provide a 'Committee of Management Statement' (see next heading). You are therefore requested to use the title 'Operating Report' in future.

Committee of Management Statement

Guidelines 16 to 18 of the Industrial Registrar's Reporting Guidelines require each reporting unit to prepare a 'Committee of Management Statement'. No such statement was included in the accounts for the South Australian Division for the year ended 30th June 2005.

TASMANIAN DIVISION – YEARS ENDED 30TH JUNE 2004 (FR2004/332), 30TH JUNE 2005 (FR2005/300) and 30TH JUNE 2006 (FR2006/472)

All of these reports are very similar in their presentation and content so I will bundle together my comments regarding all three.

Special Purpose Financial Report and Auditor's Disclaimer

Each of the three reports has been prepared as a Special Purpose Financial Report (SPFR) and the auditor has, in each case, issued a disclaimer stating that no opinion is expressed as to whether the use of an SPFR is appropriate. Further, the Auditor has disclaimed any assumption of responsibility for any reliance on the audit or the financial report to any person other than the members.

This approach is not consistent with the requirements of the RAO Schedule. Section 253(1) of the Schedule expressly requires each reporting unit to prepare a General Purpose Financial Report (GPFR). That GPFR must then be audited and the auditor must state whether, in his or her opinion, the GPFR is presented fairly in accordance with Australian Accounting Standards and the requirements of the RAO Schedule. **The RAO Schedule makes no provision of any kind for the use of an SPFR.** While section 270 of the RAO Schedule does make provision for reduced reporting requirements, this only applies to whole registered organisations that have a total income of less than \$100,000.

Further, the preparation of an SPFR instead of a GPFR was explained in the second paragraph of Note 1 in each financial report on the basis that the Tasmanian Division was 'not a "reporting entity"'. This is not correct. Section 242(3) of the RAO Schedule states that, where a registered organisation is divided into branches (or, in this instance, divisions), each branch/division will be a reporting unit until the Industrial Registrar has issued a statement under section 245. Since there was no such statement issued under section 245 of the RAO Schedule, each Division constituted a separate reporting unit and was required to prepare a GPFR.

Accounting Officer's Certificate

All three sets of accounts include an Accounting Officer's Certificate. The Accounting Officer's Certificate was a document required under the former financial reporting requirements of the *Workplace Relations Act 1996*. This certificate is not required under the RAO Schedule as it has, in effect, been replaced by the Operating Report (see below).

Operating Report

Each year an Operating Report must be prepared in accordance with the requirements of section 254 of the RAO Schedule.

Certificate of Council

Each of the financial reports contains a 'Certificate of Council of Australian Retailers Association – Tasmania'. This document is not required under the RAO Schedule and should be replaced with a Committee of Management Statement (see below).

Committee of Management Statement

Section 253(2)(c) of the RAO Schedule requires the financial report to include a Committee of Management Statement in its General Purpose Financial Report. Guidelines 18 and 19 of the Registrar's Reporting Guidelines set out the information that must be included in the Statement.

Certificate by Secretary

Each financial report contains a 'Certificate by Secretary' but this certificate does not meet the requirements of section 268(c) of the RAO Schedule, which requires the Secretary or other officer to lodge a certificate stating that the documents are 'copies of the document provided to members and presented to a meeting in accordance with section 266'.

Statement of Cash Flows

None of the financial reports included a Statement of Cash Flows. This does not meet the requirements of the RAO Schedule since section 253(2)(a)(iii) requires each reporting unit to lodge a GPFR which is defined as including a statement of cash flows.

Notice under Section 272(5) of the RAO Schedule

Note 2 of each of the financial reports include what is intended to be an extract of subsections 272(1), (2) and (3) of the RAO Schedule. What is included, however, is an extract of section 274 of the *Workplace Relations Act 1996* as it existed prior to the introduction of the RAO Schedule.

With the introduction of the RAO Schedule, the wording and section numbering have changed to the following:

272 Information to be provided to members or Registrar

(1) A member of a reporting unit, or a Registrar, may apply to the reporting unit for specified prescribed information in relation to the reporting unit to be made available to the person making the application.

(2) The application must be in writing and must specify the period within which, and the manner in which, the information is to be made available. The period must not be less than 14 days after the application is given to the reporting unit.

(3) A reporting unit must comply with an application made under subsection (1).

Note: This subsection is a civil penalty provision (see section 305).

Please do not hesitate to contact me by email at robert.pfeiffer@air.gov.au or on (03) 8661 7817 if you wish to discuss this letter.

Copies of the financial reports have been placed on the website maintained by the Industrial Registry at <http://www.e-airc.gov.au/260V>.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'R. Pfeiffer', is positioned above the typed name.

Robert Pfeiffer
Statutory Services Branch

28 May 2007



**A U S T R A L I A N
R E T A I L E R S
A S S O C I A T I O N
NEW SOUTH WALES**

Level 11, 45 Market Street
Sydney NSW 2000
• Phone (02) 9290 3766
• Facsimile (02) 9290 7180
ABN 99 064 713 718/007

Robert Pfeiffer
Industrial Registrar
GPO Box 1994S
Melbourne 3001

21st February 2007

Dear Mr Pfeiffer

Re Australian Retailers Association Financial Accounts

Please find enclosed the following accounts for lodgement

Australian Retailers Association

National division financial year ended 30 June 2005
National division financial year ended 30 June 2006
New South Wales division financial year ended 30 June 2006
South Australian division financial year ended 30 June 2005
South Australian division financial year ended 30 June 2006
Tasmania division financial year ended 30 June 2004
Tasmania division financial year ended 30 June 2005
Tasmania division financial year ended 30 June 2006

The accounts were presented to members at the Annual General Meeting held on Thursday 8th February 2007.

Yours sincerely

Duncan Shaw
Executive Director

AUSTRALIAN RETAILERS ASSOCIATION
- TASMANIA

FINANCIAL STATEMENTS
FOR THE YEAR ENDED
30 JUNE 2004

AUSTRALIAN RETAILERS ASSOCIATION – TASMANIA

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AUSTRALIAN RETAILERS ASSOCIATION – TASMANIA

Councillors' Report

The Councillors submit the financial statements of Australian Retailers Association – Tasmania for the year ended 30 June 2004.

PRINCIPAL ACTIVITIES

The principal activity of the Association during the financial year was to service the needs of the members.

RESULTS AND REVIEW OF OPERATIONS

The surplus/(loss) of the Association for the financial year amounted to \$(23 039) {2003 : \$3 280}.

SIGNIFICANT CHANGES

Abnormal increase in subscription to National Office.

Significant reduction in membership income arising out of membership loss.

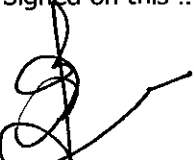
FUTURE DEVELOPMENTS

Continuing membership reductions will result in loss trading for the foreseeable future.

EVENTS SUBSEQUENT TO BALANCE DATE

Continuing changes to the operations of Australian Retailers Association at a National level and disputes among the Divisions have placed the future operation of Australian Retailers Association – Tasmania in jeopardy. Refer to note 3 for further information.

Signed on this18th..... day ofDECEMBER..... 2006.


.....
COUNCILLOR


.....
COUNCILLOR

Independent audit report to the members of the Australian Retailers Association - Tasmania

Scope

The financial report and the committee of management's responsibility

The financial report, being a special purpose financial report, comprises the Statement of Financial Position, Income and Expenditure Account, General Fund Account and a summary of significant accounting policies and other explanatory notes for Australian Retailers Association – Tasmania (“the association”) for the financial year ended 30 June 2004 as set out on pages 8 to 12.

The Councillors are responsible for the preparation and true and fair presentation of the financial report and have determined that the accounting policies used and described in Note 1 to the financial statements are appropriate to meet the financial reporting requirements of the Workplace Relations Act 1996 (the “Act”) and to meet the needs of the members. The Councillors responsibility also includes the maintenance of adequate accounting records and internal controls that are designed to prevent and detect fraud and error, and for the accounting policies and accounting estimates inherent in the financial report.

Audit approach

We have conducted an independent audit of the financial report in order to express an opinion on it to the members of the association. No opinion is expressed as to whether the accounting policies used, and described in Note 1, are appropriate to meet the financial reporting requirements of the Act and the needs of the members.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance whether the financial report is free of material misstatement. The nature of an audit is influenced by factors such as the use of professional judgement, selective testing, the inherent limitations of internal controls, and the availability of persuasive rather than conclusive evidence. Therefore, an audit cannot guarantee that all material misstatements have been detected.

We performed procedures to form an opinion whether, in all material respects, the financial report is presented fairly in accordance with the accounting policies described in Note 1 to the financial statements so as to present a view which is consistent with our understanding of the association's financial position and performance as represented by the results of its operations. These policies do not require the application of all Accounting Standards in Australia.

Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report and the evaluation of significant accounting estimates made by the Councillors.

Member of
Deloitte Touche Tohmatsu

While we considered the effectiveness of management's internal controls over financial reporting when determining the nature and extent of our procedures, our audit was not designed to provide assurance on internal controls.

The financial report has been prepared for distribution to members for the purpose of fulfilling the Councillor's financial reporting requirements under the Act. We disclaim any assumption of responsibility for any reliance on this audit report or on the financial report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared.

The audit opinion expressed in this report has been formed on the above basis.

Audit Opinion

In our opinion the financial report of Australian Retailers Association – Tasmania is in accordance with the Workplace Relations Act 1996, including giving a true and fair view of the association's financial position as at 30 June 2004 and the results of its operations for the year ended on that date in accordance with the accounting policies described in Note 1.

We obtained all of the necessary information and explanations required in connection with our audit.


DELOITTE TOUCHE TOHMATSU



Craig Barling

Partner

Chartered Accountants

Hobart , 18 December 2006

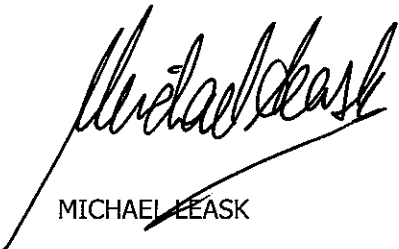
AUSTRALIAN RETAILERS ASSOCIATION – TASMANIA

Accounting Officer's Certificate

I, MICHAEL LEASK, being the officer responsible for keeping the accounting records of the economic entity, certify that as at 30 June 2004 the number of members of the Australian Retailers Association – Tasmania was 45.

In my opinion:

- (1) the attached financial statements show a true and fair view of the financial affairs of the Association as at 30 June 2004.
- (2) a record has been kept of all monies paid by, or collected from, members and all monies so paid or collected have been credited to the bank account to which those moneys are to be credited, in accordance with the rules of Australian Retailers Association – Tasmania.
- (3) before any expenditure was incurred by the Association, approval for the incurring of the expenditure was obtained in accordance with the rules of Australian Retailers Association – Tasmania.
- (4) with regard to funds of Australian Retailers Association – Tasmania raised by compulsory levies or voluntary contributions from members, or funds other than the General Fund operated in accordance with the rules, no payments were made out of any such fund for the purposes other than those for which the fund was operated.
- (5) all loans or other financial benefits granted to persons holding office in the Association were authorised in accordance with the rules of Australian Retailers Association – Tasmania.
- (6) the register of members of Australian Retailers Association – Tasmania was maintained in accordance with the Act.



MICHAEL LEASK

Signed on the.....18th.....day ofDECEMBER.....2006.

AUSTRALIAN RETAILERS ASSOCIATION – TASMANIA

Certificate of Council of Australian Retailers Association - Tasmania

We, AART VAN ROEST and MICHAEL LEASK, being two members of the National Council of the Australian Retailers Association, do state on behalf of the Council and in accordance with the resolutions passed by the Council that:

- (1) in the opinion of the Council, the attached financial statements show a true and fair view of the financial affairs of the Association as at 30 June 2004;
- (2) in the opinion of the Council, meetings of the Council were held during the period ended 30 June 2004 in accordance with the rules of the Association;
- (3) to the knowledge of any member of the Council, there have been no instances where records of the Association or other documents (not being documents containing information made available to a member of the Association under section 512(2) of the Industrial Relations Act 1991, and under section 274(2) of the Workplace Relations Act 1996, or copies of those records or documents, or copies of the rules of the Association) have not been furnished, or made available, to members in accordance with the requirements of the Industrial Relations Act 1996, the Workplace Relations Act 1996, the Regulations thereto, or the rules of the Association; and
- (4) in relation to the report prepared in accordance with section 514 of the Industrial Relations Act 1991, and section 276 of the Workplace Relations Act 1996, by the auditor of the organisation in respect of the financial period immediately preceding the financial period to which the financial statements relate, and in relation to any accounts and statements prepared in accordance with section 510(1) of the Industrial Relations Act 1991 to which that report relates; the organisation has complied with section 517(1) of the Industrial Relations Act 1991 and section 279(1) of the Workplace Relations Act 1996, in which ever of subsections (5) or (6) of section 517 of the Industrial Relations Act 1991 and subsections (5), (6) or (7) of section 279 of the Workplace Relations Act 1996, that are applicable in complying with the requirements of the Workplace Relations Act 1996.

AART VAN ROEST



MICHAEL LEASK

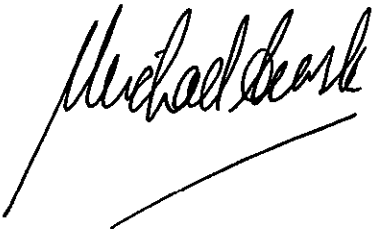
Signed on the

18th

day of

DECEMBER

2006.



AUSTRALIAN RETAILERS ASSOCIATION – TASMANIA

Statement of Particulars of Loans, Grants and Donations by an Officer of Australian Retailers Association - Tasmania

I, MICHAEL LEASK, Treasurer of the National Council of Australian Retailers Association, state, in respect of the financial period ending 30 June 2004, that:

The Australian Retailers Association – Tasmania during the financial period made no loans, grants or donations of an amount exceeding \$1,000.



MICHAEL LEASK

Signed on the 18th day of December 2006.

AUSTRALIAN RETAILERS ASSOCIATION – TASMANIA

Certificate by Secretary

I, MICHAEL LEASK, being the duly authorised officer of the Council of Australian Retailers Association, hereby certify that the documents lodged herewith are true copies of the financial statements, auditors' report and certificates presented to the National Council of Australian Retailers Association – Tasmania held in respect of the financial period of Australian Retailers Association ending 30 June 2004.

The documents lodged herewith are:

- (1) copies of the financial statements prepared in accordance with the requirements of section 510(1) of the Industrial Relations Act 1991 and section 273(1) of the Workplace Relations Act 1996;
- (2) a copy of the certificate given by the accounting officer of the Australian Retailers Association in accordance with the requirements of section 510(2) of the Industrial Relations Act 1991 and section 273(2) of the Workplace Relations Act 1996;
- (3) a copy of the certificate given by the committee of management in accordance with the requirements of section 510(2) of the Industrial Relations Act 1991 and section 273(2) of the Relations Act 1996;
- (4) a copy of the report of the auditor of the organisation prepared in accordance with the requirements of section 276 of the Workplace Relations Act 1996; and
- (5) a statement by an officer of the organisation in respect of loans, grants or donations by the organisation which are notifiable in accordance with the requirements of section 269(1) of the Workplace Relations Act 1996.



MICHAEL LEASK

Signed on the 18th day of December 2006.

AUSTRALIAN RETAILERS ASSOCIATION – TASMANIA

Statement of Financial Position as at 30 June 2004

	2004	2003
	\$	\$
CURRENT ASSETS		
Cash at bank	73 370	97 302
GST Balance	(1)	-
Trade Debtors	<u>2 479</u>	<u>1 584</u>
TOTAL CURRENT ASSETS	<u>\$75 848</u>	<u>\$98 886</u>
CURRENT LIABILITIES		
Accounts Payable	-	-
TOTAL LIABILITIES	\$ -	\$ -
NET ASSETS	<u>\$75 848</u>	<u>\$98 886</u>
MEMBERS' FUNDS		
Accumulated surplus – general funds	<u>\$75 848</u>	<u>\$98 886</u>
TOTAL MEMBERS' FUNDS	<u>\$75 848</u>	<u>\$98 886</u>

The attached notes form part of these financial statements

AUSTRALIAN RETAILERS ASSOCIATION – TASMANIA

Income and Expenditure Account for the Year Ended 30 June 2004

	2004	2003
	\$	\$
INCOME		
Interest Received	4 922	5 111
Membership Income	42 102	59 360
Other Income	<u>-</u>	<u>1 400</u>
TOTAL Income	47 024	65 871
EXPENSES		
Audit Fee	700	600
Contributions to Other Organisations	22 903	12 447
General Expenses & Staff Amenities	178	207
Insurance	3 400	-
Postage	417	760
Printing and Stationery	1 168	1 200
Promotions and Public Relations	3 412	3 958
Secretarial and Managerial	28 877	34 330
Telephone, Facsimile and Internet	3 131	2 629
Training and Development	-	409
Travel	<u>5 876</u>	<u>6 052</u>
TOTAL Expenses	<u>70 062</u>	<u>62 591</u>
SURPLUS/(DEFICIT) TRANSFERRED TO GENERAL FUND	<u>\$(23 038)</u>	<u>\$3 280</u>

The attached notes form part of these financial statements

AUSTRALIAN RETAILERS ASSOCIATION – TASMANIA

General Fund Account for the Year Ended 30 June 2004

	2004	2003
	\$	\$
Surplus/(Deficit) on General Fund	<u>(23 038)</u>	<u>3 280</u>
NET SURPLUS/(LOSS) FOR THE PERIOD	<u>\$(23 038)</u>	<u>\$3 280</u>
Accumulated Surplus at Start of Financial Period	<u>98 886</u>	<u>95 606</u>
ACCUMULATED SURPLUS/(LOSS) AT THE END OF FINANCIAL PERIOD	<u>\$75 848</u>	<u>\$98 886</u>

The attached notes form part of these financial statements

AUSTRALIAN RETAILERS ASSOCIATION – TASMANIA

Notes To and Forming Part of the Financial Statements for the Year Ended 30 June 2004

NOTE 1 – Statement of Accounting Policies

This special purpose financial report has been prepared for distribution to members for the purpose of fulfilling the Committee of Management's financial reporting requirements under the Incorporated (the "Association") constitution and the Workplace Relations Act 1996.

The requirements of Accounting Standards and other mandatory professional reporting requirements in Australia do not have mandatory applicability to the Association because it is not a "reporting entity". The Committee of Management have therefore prepared the financial report in accordance with the accounting policies as described below which are consistent with the financial reporting requirements of the Association's constitution and with previous years, and are, in the opinion of the Committee of Management, appropriate to meet the needs of members.

(a) Basis of Accounting

The financial report has been prepared on a modified accrual basis of accounting including the historical cost convention and the going concern assumption. Except where stated, current valuations of non-current assets are not taken into account. Cost is based on fair values of the consideration given in exchange for assets.

(b) Income Tax

The Association is exempt from income tax under the Income Tax Assessment Act 1997.

(c) Revenue

Membership Revenue

Membership fees are recognised as income when cash is received from members for their current year of membership. Where cash is received prior to balance date for the next membership year, it is classified as subscriptions received in advance in the statement of financial performance and is recognised as income in the subsequent year.

Interest Revenue

Interest revenue is recognised in income on an accrual basis.

(d) Receivables

Trade receivables and other receivables are recorded at amounts due less any allowance for doubtful debts.

(e) Payables

Trade payables and other accounts payable are recognised when the association becomes obliged to make future payments resulting from the purchase of goods and services.

(f) Cash and Cash Equivalents

Cash includes cash at bank.

(g) Goods and Services Tax

Revenues, expenses and assets are recognised net of the amount of goods and services tax (GST), except

- (i) Where the amount of GST incurred is not recoverable from the taxation authority, it is recognised as part of the cost of acquisition of an asset or as part of an item of expense; or
- (ii) For receivables and payables, which are recognised inclusive of GST. The net amount of GST recoverable from, or payable to, the taxation authority is included as part of receivables or payables.

NOTE 2 – Information to be Provided to Members of Australian Retailers Association – Tasmania or Registrar

- (a) In accordance with the requirements of the Workplace Relations Act 1996 the attention of members of Australian Retailers Association –Tasmania is drawn to the provisions being sub-sections (1), (2) and (3) of Section 274, which reads as follows:
- (1) A member of an organisation, or a Registrar, may apply to the organisation for specified information prescribed by the regulations in relation to the organisation.
 - (2) An organisation shall, on application, make the specified information available to the member or Registrar in the manner, and within the time, such as is prescribed.
 - (3) A Registrar may only make an application under subsection (1) at the request of a member of the organisation concerned, and the Registrar shall provide to a member information received because of an application made at the request of the member; and
 - (4) Subsections (2)(c) of Section 279, which requires the summary to contain a statement to the effect that the organisation will provide a copy of the report, accounts and statements free of charge to any member who requests a copy.

NOTE 3 – Going Concern

The Council of the Australian Retailers Association has formed the view that the operations of the Tasmania Division should be treated as a going concern in that sufficient funds are in hand to meet the Divisions debts as and when they fall due. However, following the amendment to the Rules of the Australian Retailers Association at a Special General Meeting held on 5 October 2006 the State Divisions will be dissolved resulting in one integrated and unified organisation.