



**AUSTRALIAN INDUSTRIAL REGISTRY**

Level 8, Terrace Towers  
80 William Street, East Sydney, NSW 2011  
Telephone: (02) 8374 6666  
Fax: (02) 9380 6990

Mrs Bernice Clark  
Acting Branch Secretary - Treasurer  
Musicians' Union of Australia - Brisbane Branch  
5 Prospect Street  
Fortitude Valley QLD 4006

Dear Mrs Clark

Re: Financial Statements for Musicians' Union of Australia - Brisbane Branch  
for the year ended 30 June 2003 (FR2003/324)

I acknowledge receipt of the financial return, which was lodged in the Registry on 24 December 2003.

These documents have now been filed.

Should you have any enquires regarding these matters, please do not hesitate to contact me on (02) 8374 6620.

Yours sincerely,

Alana Paterson  
for Deputy Industrial Registrar

2 February 2004

# Musicians' Union of Australia

BRISBANE BRANCH

(UNION OF EMPLOYEES)

ABN No: 49 905 128 945



"Keep Music Alive—Insist on Live Musicians"

Branch Secretary:

(Mrs.) B. C. CLARK

Phone 3252 8867

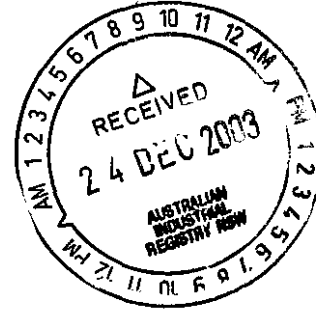
3252 8638

FAX 3257 1486

5 Prospect Street,  
Fortitude Valley, Qld. 4006

22 December, 2003

The Deputy Industrial Registrar,  
Australian Industrial Registry  
Research Information Advice Branch  
80 William Street  
EAST SYDNEY NSW 2011



Dear Sir/Madam,

re WORKPLACE RELATIONS ACT, 1996

.... In accordance with the above Act, I now enclose herewith the Financial Statement and Declarations meeting the requirements of the above Act for the Financial Year 2002/2003.

Your acknowledgment of same would be appreciated in due course.

Many thanks.

Yours sincerely,



BERNICE C. CLARK  
Actg/Branch Secretary-Treasurer

Encl.

**THE MUSICIANS UNION  
OF AUSTRALIA  
(BRISBANE BRANCH)**

**THE MUSICIANS UNION  
OF AUSTRALIA  
(BRISBANE BRANCH)  
UNION OF EMPLOYEES**

**AUDITOR'S REPORT**

**FOR THE YEAR ENDED 30<sup>TH</sup> JUNE 2003**

**P. STOKES & CO**

**P.O. BOX 2181, STRATHPINE CENTRE, QLD 4500  
TELEPHONE (07) 3881 0471 FAX: 3881 2795  
UNIT 6/26 KREMZOW ROAD, BRENDAL, QLD 4500**

**MUSICIANS UNION OF AUSTRALIA(BRISBANE BRANCH) AND MUSICIANS  
UNION OF AUSTRALIA(BRISBANE BRANCH)UNION OF EMPLOYEES**

BALANCE SHEET AS AT 30th June 2003

2002		NOTE	2003
	<b>CURRENT ASSETS</b>		
41 555	Cash		32 143.41
<u>1 022</u>	Other		<u>1 089.00</u>
<u>42 577</u>	<b>TOTAL CURRENT ASSETS</b>		<u>33 232.41</u>
	<b>NON-CURRENT ASSETS</b>		
<u>5 177</u>	Property Plant and Equipment	3	<u>4 311.46</u>
<u>5 177</u>	<b>TOTAL NON-CURRENT ASSETS</b>		<u>4 311.46</u>
<u>47 754</u>	<b>TOTAL ASSETS</b>		<u>37 543.87</u>
	<b>CURRENT LIABILITIES</b>		
<u>192</u>	Accounts Payable	4	<u>132.25</u>
<u>192</u>	<b>TOTAL CURRENT LIABILITIES</b>		<u>132.25</u>
	<b>NON-CURRENT LIABILITIES</b>		
<u>130</u>	Accounts Payable	4	<u>132.00</u>
<u>130</u>	<b>TOTAL NON-CURRENT LIABILITIES</b>		<u>132.00</u>
<u>322</u>	<b>TOTAL LIABILITIES</b>		<u>264.25</u>
<u>47 432</u>	<b>NET ASSETS</b>		<u>37 279.62</u>
	<b>SHAREHOLDERS' EQUITY</b>		
<u>47 432</u>	Accumulated Profit		<u>37 279.62</u>
<u>47 432</u>	<b>TOTAL SHAREHOLDERS' EQUITY</b>		<u>37 279.62</u>

The accompanying notes form part of these  
financial statements

**MUSICIANS UNION OF AUSTRALIA(BRISBANE BRANCH) AND MUSICIANS  
UNION OF AUSTRALIA(BRISBANE BRANCH)UNION OF EMPLOYEES**

PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 30th June 2003

2002		2003
	NOTE	
	<b>INCOME</b>	
11 573	Gross Fees	9 720.00
512	Inactive Memberships	428.00
1 411	Interest Received	1 919.25
<u>13 496</u>	<b>TOTAL INCOME</b>	<u>12 067.25</u>
	<b>EXPENSES</b>	
80	Advertising & Promotion	92.29
-	Affiliation Fees	403.90
1 100	Auditors Remuneration - Other	990.00
363	Bank Charges	394.20
-	Committee Out of Pocket Expenses	1 400.00
1 100	Conference/Meeting Expenses	6 531.85
1 141	Depreciation	865.00
94	General Expenses	87.45
1 196	Insurance	1 799.47
312	Postage	280.35
618	Printing & Stationery	694.73
50	Rates, Electricity & Gas	47.35
7 980	Rent	7 320.00
105	Repairs & Maintenance	-
1 302	Telephone & Fax	1 312.70
<u>15 441</u>	<b>TOTAL EXPENSES</b>	<u>22 219.29</u>
<u>1 945</u>	<b>OPERATING LOSS</b>	<u>10 152.04</u>

**MUSICIANS UNION OF AUSTRALIA(BRISBANE BRANCH) AND MUSICIANS  
UNION OF AUSTRALIA(BRISBANE BRANCH)UNION OF EMPLOYEES**

**PROFIT AND LOSS STATEMENT  
FOR THE YEAR ENDED 30th June 2003**

2002		NOTE	2003
	Operating Profit(Loss)		
(1 945)	Before Income Tax	1	(10 152.04)
-	Income Tax Expense		-
<u>          </u>			<u>          </u>
	<b>Operating Profit(Loss) After</b>		
(1 945)	<b>Income Tax</b>		(10 152.04)
<u>          </u>			<u>          </u>
	Opening Retained Profits/ (Accumulated Losses)		
49 377			47 431.66
<u>          </u>			<u>          </u>
	<b>Total Available For</b>		
47 432	<b>Appropriation</b>		37 279.62
	<b>Closing Retained Profits/ (Accumulated Losses)</b>		
47 432			37 279.62
<u>          </u>			<u>          </u>

The accompanying notes form part of these  
financial statements

**MUSICIANS UNION OF AUSTRALIA(BRISBANE BRANCH) AND MUSICIANS  
UNION OF AUSTRALIA(BRISBANE BRANCH)UNION OF EMPLOYEES**

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

2002

2003

**NOTE 1 - OPERATING PROFIT  
HAS BEEN DETERMINED AFTER  
Operating profit before abnormal items and  
income tax has been determined after:  
CHARGING AS EXPENSES**

1 141	Depreciation Non Current Assets	865.00
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**NOTE 2 - REVENUE  
Operating Activities**

11 573	Gross Fees	9 720.00
512	Inactive Memberships	428.00
1 411	Interest Received	1 919.25
<u>13 496</u>	<b>TOTAL REVENUE</b>	<u>12 067.25</u>

**NOTE 3 -PROPERTY PLANT AND EQUIPMENT**

3 071	Office Equipment - at Cost	3 070.86
<u>771</u>	Less Prov'n for Depreciation	<u>1 228.25</u>

<u>2 300</u>		<u>1 842.61</u>
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511	Low Value Asset Pool	511.85
<u>192</u>	Less Write Off	<u>312.00</u>

<u>319</u>		<u>199.85</u>
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2 881	Furniture & Fittings - at Cost	2 881.00
<u>324</u>	Less Prov'n for Depreciation	<u>612.00</u>

<u>2 557</u>		<u>2 269.00</u>
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<u>5 176</u>		<u>4 311.46</u>
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**NOTE 4 - ACCOUNTS PAYABLE**

**Current**

<u>192</u>	Creditors	<u>132.25</u>
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**Non-Current**

<u>130</u>	Subscriptions in Advance	<u>132.00</u>
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MUSICIANS UNION OF AUSTRALIA (BRISBANE BRANCH) AND MUSICIANS

UNION OF AUSTRALIA (BRISBANE BRANCH) UNION OF EMPLOYEES

Tax Depreciation Schedule from 01-Jul-02 to 30-Jun-03

30-Sep-03

CLIENT #: MUSI000

DESCRIPTION	ORIGINAL COST	% PRIVATE	OPENING WDV	-ACQUISITION- DATE	COST	- DEPRECIATION - RATE TYPE	AMOUNT	CLOSING WDV
<u>678 - Office Equipment</u>								
1 PHOTOCOPIER	1950		1263			30.00 DV	379	884
2 COMMANDER TELEPHONE SYSTEM	1121		1037			7.50 DV	78	959
	----		----				---	----
678 TOTAL	3071		2300				457	1843
<u>680 - Low Value Asset Pool</u>								
680 EXISTING ASSETS	512		320			37.50 DV	120	200
<u>682 - Furniture and Fittings</u>								
3 OFFICE FURNITURE	2881		2557			11.25 DV	288	2269
	----		----				---	----
GRAND TOTAL	6464		5177				865	4312
	=====		=====				===	=====



# MUSICIANS UNION OF AUSTRALIA (BRISBANE BRANCH)

## *WORKPLACE RELATIONS ACT 1996*

### NOTES TO AND FORMING PART OF THE FINANCIAL ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2003

#### 1. Accounting Methods

In accordance with generally accepted accounting principles for organisation, membership contributions are accounted for on a cash receipts basis. Otherwise, the accounts are prepared under the historical cost convention and in accordance with the Australian Accounting Standards. In particular:

- (b) The accounts have not been adjusted to record either changes in the general purchasing power of the dollar or in the prices of specific assets.
- (b) Depreciation of fixed assets is calculated on the reducing balance basis in order to write the assets off over their useful life. The committee has made some adjustments to particular items, by way of estimate, to reflect actual wear, tear and obsolescence.
- © Provisions for employee benefits in the form of Long Service Leave and Accrued Annual leave have been made for the estimated accrued entitlements of all employees on the basis of their terms of employment.
- (d) No provision for income tax is necessary as Trade Unions are exempt from income tax under section 23(f) of the *Income Tax Assessment Act 1936*.

#### 2. Information to be provided to members or Registrar

In accordance with the requirements of the *Workplace Relations Act 1997*, the attention of members is drawn to the provisions of subsections 274 (1), (2) and (3), which read as follows:

- (a) A member of an organization, or the registrar at a member's request, may apply to the organisation for the information prescribed in the regulation;
- (b) The industrial organisation must give the applicant the information requested in the application in the time and the way prescribed under a regulation; and
- © If the Registrar applies for a member, the Registrar must give the member all information given to the Registrar.

**MUSICIANS UNION OF AUSTRALIA  
(BRISBANE BRANCH)  
WORKPLACE RELATIONS ACT 1996**

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS**

**SCOPE**

I have inspected and audited the accounting records kept by the *MUSICIANS UNION OF AUSTRALIA (BRISBANE BRANCH)* in respect of the financial year ended the 30<sup>th</sup> June 2003, and have received all the information and explanation required for the purposes of the audit.

The organisation's committee of management are responsible for the preparation and presentation of the financial statements and the information they contain. I have conducted an independent audit of these financial statements in order to express an opinion on them to the members of the organisation.

My audit has been conducted in accordance with Australian Auditing standards to provide reasonable assurance as to whether the financial statements are free of material misstatement. My procedures included examination on a test basis, of evidence supporting the amounts and other disclosures in the financial statements, and the evaluation of significant accounting estimates. These procedures have been undertaken to form an opinion as to whether in all material respects, the financial statements are presented fairly in accordance with Australian Accounting Standards and other mandatory professional reporting requirements and statutory requirements so as to present a view of the association which is consistent with my understanding of the organisation's financial position and the results of its operations and cash flows.

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

**AUDIT OPINION**

In my opinion

1. There were kept by the organisation in relation to the year, satisfactory accounting records, including;
  - (a) records of the sources and nature of the income of the organisation (including income from members); and
  - (b) records of the nature and purposes of the expenditure of the organisation.

Musicians Union of Australia (Brisbane Branch)  
Audit Opinion  
30<sup>th</sup> June 2003  
Page 2

2. The attached accounts and statements on the following pages prepared under the historical cost convention, were properly drawn up so as to give a true and fair view of;
  - (a) the financial affairs of the branch as at the 30<sup>th</sup> day of June 2003, and
  - (b) the income and expenditure and the deficit of the organisation for the year ended on that date.
  
3. All information and explanations required for the purposes of my audit were supplied.

**P STOKES & CO.**

  
**PETER STOKES**

Signed this *27<sup>th</sup>* day of *November* 2003 in Brisbane, Queensland.

**MUSICIANS UNION OF AUSTRALIA (BRISBANE BRANCH)**  
*Workplace Relations Act 1996*

**AUDITORS REPORT – INDUSTRIAL ORGANISATIONS**  
**ACT 1997, SECTION 204**

I, PETER STOKES, have inspected and audited the accounting records kept by the MUSICIANS UNION OF AUSTRALIA (BRISBANE BRANCH) UNION OF EMPLOYEES in respect of the financial year ended 30<sup>th</sup> day of June 2003 and have received all the information and explanations required for the purposes of the audit.

In my Opinion;

1. There were kept by the industrial organisation in relation to the year under review satisfactory records including;
  - © records of the sources and nature of the income of the industrial organisation (including income from the members) and
  - (d) records of the nature and reasons for the expenditure of the industrial organisation.
5. The attached accounts and statements were properly drawn up so as to give a true and fair view of;
  - © the financial affairs of the industrial organisation as at the year ended 30<sup>th</sup> June; and
  - (d) the income and expenditure and the deficit of the industrial organisation for the year ended 30<sup>th</sup> June 2003
6. The accounts were kept under;
  - (c) the Australian Accounting Standards given effect under regulations section 200; and
  - (b) the *Industrial Organisations Act 1997*
7. Information and explanations required from officers or employees of the industrial organisation were given.
5. There were no deficiencies, failures or shortcomings for any matters relating to paragraphs 1 to 3 above.
6. The organisations accounts have been prepared in such a way to readily identify that there were no contraventions to Section 227 of the Act

**P. STOKES & CO.**

**PETER STOKES**

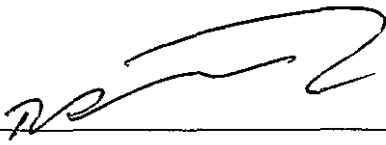

Signed this 30<sup>th</sup> day of SEPTEMBER 2003 in Brisbane Queensland.

**MUSICIANS UNION OF AUSTRALIA (BRISBANE BRANCH)  
WORKPLACE RELATIONS ACT 1996**

**COMMITTEE OF MANAGEMENT'S CERTIFICATE**

We, RONALD ARTHUR STEVENS and CLIFFORD CHARLES FIELD being  
Two members of the Committee of Management of the MUSICIANS UNION OF  
AUSTRALIA (BRISBANE BRANCH do hereby state on behalf of the committee  
and in accordance with a resolution passed by the Committee at its meeting on the  
27<sup>th</sup> Day of October 2003, that;

- (v) in the opinion of the committee of management the attached accounts show  
a true and fair view of the financial affairs of the organisation as at the 30<sup>th</sup>  
day of June 2003;
- (vi) during the financial year ending 30<sup>th</sup> June 2003, meetings of the committee of  
management were in the opinion of the committee held in accordance with the  
Act and the rules of the organisation;
- (vii) to the knowledge of any member of the committee, there have been during the  
financial year ending 30<sup>th</sup> June 2003, no instances where records of the  
organisation or other documents (not being containing information made  
available to a member of the organisation under subsection 274(2) of the  
*Workplace Relations Act 1996*) or copies of those records or other documents  
or copies of the rules of the organisation have not been furnished or made  
available to members of the organisation in accordance with the Act or the  
regulations and rules of the organisation as the case may be;
- (viii) in relation to the report prepared in accordance with section 276 of the Act by  
the auditor of the organization in respect of the immediately preceding  
financial year, and in relation to any accounts and statements prepared in  
accordance with subsection 273(1) of the act to which that report relates, the  
organisation has complied with subsection 279(1), (6) and (7) of the Act.

  
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\_\_\_\_\_

Signed this 27<sup>th</sup> day of October 2003 in Brisbane  
Queensland.

**MUSICIANS UNION OF AUSTRALIA (BRISBANE BRANCH)  
WORKPLACE RELATIONS ACT 1996**


**MUSICIANS UNION OF AUSTRALIA (BRISBANE BRANCH)**  
**WORKPLACE RELATIONS ACT 1996**

**ACCOUNTING OFFICER'S CERTIFICATE**

I, BERNICE CLAIRE CLARK, being the officer responsible for keeping the accounting records of the MUSICIANS UNION OF AUSTRALIA (BRISBANE BRANCH), certify that as at the 30<sup>th</sup> day of June 2003 the number of members of the organisation was 226.

In my opinion;

- (vii) the accounts show a true and fair view of the financial affairs of the organisation as at the 30<sup>th</sup> day of June 2003;
- (viii) a record has been kept of all moneys paid by, or collected from, members of the organisation and all moneys so paid or collected have been credited to the bank account or accounts to which those moneys are to be credited, in accordance with the rules of the organisation;
- (ix) before any expenditure was incurred by the organisation approval of the incurring of the expenditure was obtained in accordance with the rules of the organisation;
- (x) any payment made out of funds of the organisation raised by compulsory levies of voluntary contributions from members or funds other than the General Fund operated in accordance with the rules, for a purpose other than the purpose for which the fund was operated was approved in accordance with the rules of the organisation;
- (xi) no loans or other financial benefits, other than remuneration in respect of their full time employment with the organisation were made to persons holding office in the organisation and;
- (xii) the register of members of the organisation was maintained in accordance with the Act.

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**BERNICE CLAIRE CLARK**  
*Accounting Officer*

Signed this day *27<sup>th</sup>* of *October*, 2003 in Brisbane, Queensland

**MUSICIANS UNION OF AUSTRALIA (BRISBANE BRANCH)  
WORKPLACE RELATIONS ACT 1996**

**SECRETARY'S CERTIFICATE**

I BERNICE CLAIRE CLARK being the Secretary of the Musicians Union of Australia (Brisbane Branch), do hereby state that the attached documents are copies of the reports and audited accounts and financial statements for the year ending 30<sup>th</sup> June 2003 that were;

(a) supplied to members free of charge on the 14th day of NOVEMBER 2003

and

(b) presented to a meeting of the MUSICIANS UNION OF AUSTRALIA (BRISBANE BRANCH) on the 10th day of DECEMBER, 2003.

*Bernice Clark*  
**SECRETARY**

Signed this 22nd day of DECEMBER, 2003