



**AUSTRALIAN INDUSTRIAL REGISTRY**

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

Mr Richard Ruhle  
Sydney Branch Secretary  
Musicians' Union of Australia  
Suite 53, 2nd Floor Trades Hall  
4 Goulburn Street  
SYDNEY NSW 2000

Dear Mr Ruhle

**Re: Lodgement of Financial Statements for the Sydney Branch of the MUA for  
the year ending 30 June 1998 (FR2001/544), year ending 30 June 1999 (FR2001/545),  
year ending 30 June 2000 (FR2001/548) and the year ending 30 June 2001 (FR2001/549)**

Receipt is acknowledged of the abovementioned financial statements which were lodged at the Sydney Registry on 5 June 2003.

The documents have now been filed. Thank you for your attention to this matter.

Yours sincerely,

Stephen Kellett  
Assistant Manager, NSW Registry

5 June 2003



Sydney Branch  
Suite 53, Second Floor, Trades Hall  
4 Goulburn Street, Sydney, NSW, 2000  
Ph: (02) 9283-9555 Fax: (02) 9283-9333  
Email: musiciansunionnsw@vtown.com.au

Australian Industrial Registry  
Level Eight, Terrace Towers  
80 William Street  
East Sydney, NSW 2011  
Attention: Stephen Kellett

3<sup>rd</sup> June 2003

Dear Stephen,

**Re: Documentation for MUA Sydney Branch Financial Statements for the years ended 30 June 1998, 30 June 1999, 30 June 2000, 30 June 2001.**

I refer to your letter dated 25 November 2002 and Margaret Buchanan's letter dated 12 November 2001. Please find attached the following documents:

- (1) Secretary's Certificates (Auditor's Summary attached);
- (2) Corrected Accounting Officer's Certificates;
- (3) Corrected Committee of Management Certificates.

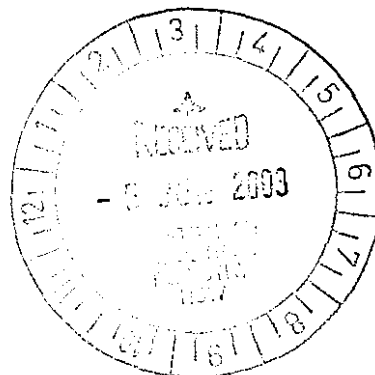
**Re: Qualifications in Auditor's Report**

In relation to the waived debt of \$3756.00 owing to the S.S.O being shown as payable, I confirm that the Branch has noted this error and the debt will be removed from future returns.

If you have any enquiries concerning the above, please call me at the Union office on 9283-9555.

Yours faithfully,

Richard Ruhle,  
Secretary




## ATTACHMENT 'A'

### SECRETARY'S CERTIFICATE

I, Richard Ruhle, certify that the enclosed copies of the Auditor's Report, accounts and statements of the Musicians' Union of Australia, Sydney Branch for the year ended 30 June 2001 are copies of the documents that were supplied to members on 01/12/01 and subsequently presented to the meeting of committee of management held on 13/02/02. I have enclosed a copy of the summary of the financial accounts supplied to members in the Union's journal (December 2001).

Yours faithfully,

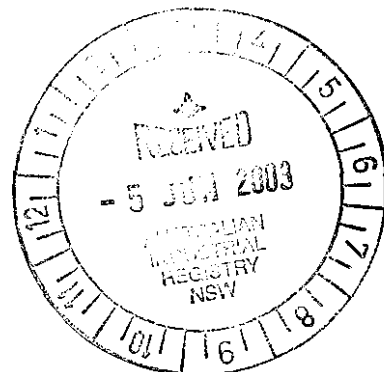
(Signature) 

(Name) RICHARD RUHLE \_\_\_\_\_

(Position) SECRETARY \_\_\_\_\_

Date 13/12/02

- *\*(note: strike out whichever is not applicable)*



## SYDNEY BRANCH

### SUMMARY OF THE FINANCIAL ACCOUNTS OF THE MUSICIANS' UNION OF AUSTRALIA, SYDNEY BRANCH, FOR THE YEAR ENDED 30 JUNE 2001.

The financial accounts of the Union have been audited in accordance with the provisions of the Workplace Relations Act 1996, and the following summary is provided for members in accordance with Section 279 of the act.

A copy of the Auditor's Report, Accounts and Statements will be supplied free of charge at member's request.

#### **Income and Expenditure Statement For the Year Ended 30 June, 2001**

<u>Income</u>	<u>2001</u>	<u>2000</u>
	\$	\$
Contributions and entrance fees	106201	108145
Other Income	2699	4539
Total Income	108900	112684
Less Total Expenditure	115917	126980
Surplus/ Deficit For the Year	-7017	-14296
Deficit Beginning of Year	-239613	-225317
Accumulated Deficit End of Year	-246630	-239613

#### **Balance Sheet as at 30 June, 2001**

Accumulated Deficit	-246630	-239613
Represented by:		
Current Assets	20365	16952
Non-Current Assets	1064	2336
Other Assets	4473	820
Total Assets	25902	20108
Total Liabilities	272532	259721
Net Assets /Deficiency	-246630	-239613

#### **Auditor's Certificate**

I certify that the above summary is a fair and accurate summary of the report, accounts and statements of The Musicians' Union of Australia, Sydney Branch for the year ended 30 June 2001. My Auditor's Report dated 29 October 2001 on the Statements did not contain any particulars of any deficiency, failure or shortcoming except a statement re the overstatement of a debt owing. Otherwise the accounts are in compliance with the Workplace Relations Act 1996.



**Sandra Grollmus**  
Registered Company Auditor  
Registration No 1254

7 Burraneer Close, Hurstville NSW 2220

Date 26/11/2001

# THE MUSICIANS' UNION OF AUSTRALIA

## SYDNEY BRANCH

### ACCOUNTING OFFICER'S CERTIFICATE

I, Richard Ruhle, being the officer responsible for keeping the accounting records of the Musicians' Union of Australia – Sydney Branch, certify that, as at 30 June 2001, the number of members of the Association was 1046

In my opinion:

1. The attached accounts show a true and fair view of the financial affairs of the Union as at the 30 June 2001.
2. A record has been kept of all moneys paid by, or collected from, members and all moneys 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 the Union.
3. Before any expenditure was incurred by the Union, approval of the incurring of the expenditure was obtained in accordance with the rules of Union.
4. With regards to funds of the Union 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 purposes other than those for which the fund was operated.
5. No loans or other financial benefits, other than remuneration in respect of their full time employment with the Union, were made to persons holding office in the Union.
6. The register of members of the Association was maintained in accordance with the Workplace Relations Act 1996.

*R. Ruhle*



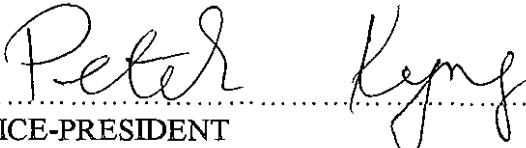
# THE MUSICIANS' UNION OF AUSTRALIA


## SYDNEY BRANCH

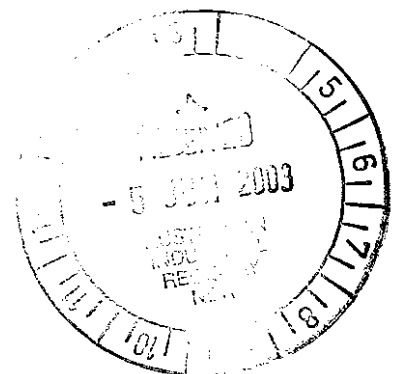
### COMMITTEE OF MANAGEMENT'S CERTIFICATE

We, Richard Ruhle, and Peter Kyng, being two members of the Committee of Management of the Musicians' Union of Australia, Sydney Branch, do state on behalf of the Committee, and in accordance with a resolution passed by the Committee that:-

1. In the opinion of the Committee of Management, the attached accounts show a true and fair view of the financial affairs of the Union as at 30 June 2001.
2. In the opinion of the Committee of Management, meetings of the Committee were held during the year ended 30 June 2001 in accordance with the rules of the Union.
3. To the knowledge of any member of the Committee, there have been no instances where records of the Union or other documents (not being documents containing information made available to a member of the Union under Sub-Section 274 (2) of the Workplace Relations Act 1996) or copies of these records or documents, or copies of the rules of the Union, have not been furnished, or made available to members in accordance with the requirements of the Industrial Relations Act 1988, the Regulations thereto, or the rules of the Union.
4. The Union has complied with Sub-Section 279 (1) and (6) of the Workplace Relations Act 1996 in relation to the financial accounts in respect of the year ended 30 June 2000, and the Auditors' Report thereon.

  
.....  
VICE-PRESIDENT

  
.....  
SECRETARY





## AUSTRALIAN INDUSTRIAL REGISTRY

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

Mr Richard Ruhle  
Branch Secretary, Sydney Branch  
Musicians' Union of Australia  
Box 53, Trades Hall, 4 Goulburn Street  
SYDNEY NSW 2000

Dear Mr Ruhle

**Re: Lodgment of Financial Statements for the years ended  
30 June 1998 (F217033, FR2001/544), 30 June 1999 (F218025, FR2001/545),  
30 June 2000 (F219026, FR2001/548), 30 June 2001 (FR2001/549)**

I refer to previous correspondence by Margaret Buchanan dated 12 November 2001 in relation to the above financial statements (see attached copy).

I am concerned that, to date, there has been no response, and that a number of attempts have been made by Registry officers to contact you by way of follow-up, without success.

The *Workplace Relations Act 1996* sets out the responsibilities of organisations in relation to financial reporting. Amendments to the legislation in early 2003 will be a reflection of the greater scrutiny demanded of organisations by both governments and the public.

The documentation requested in Margaret Buchanan's letter is considered essential to ensure that the financial returns comply with the legislation. Without the statements and information contained in the Secretary's certificates, for example, relating to the supply of accounts etc. to members and holding of meetings, the Registry cannot ascertain whether the Branch has complied with the requirements of section 279, and met the objects set out in sections 3 and 187A.

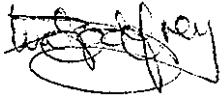
Moreover, without further comment by the organisation in relation to a qualification by the auditor, the Registry may not be able to be satisfied that the organisation is taking appropriate steps to ensure its accounts are accurate and in accordance with the relevant standards.

Documents provided to the Registry should be appropriately signed and dated as a matter of routine accuracy.

Accordingly, I seek your response to this and the previous letter as a matter of importance and ask that you reply in writing, and lodge the outstanding documents **by no later than Friday 15 December 2002**.

If you have any queries, in the meantime, regarding any of the above, please do not hesitate to contact me, or Stephen Kellett, on (02) 8374 6666.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Robin Godfrey', with some scribbles and a circular mark below the name.

Robin Godfrey  
Deputy Industrial Registrar

25 November 2002





## AUSTRALIAN INDUSTRIAL REGISTRY

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

Mr Richard Ruhle  
Branch Secretary, Sydney Branch  
Musicians' Union of Australia  
Box 53, Trades Hall, 4 Goulburn Street  
SYDNEY NSW 2000

Dear Mr Ruhle

**Re: Lodgment of Financial Statements for the years ended  
30 June 1998 (F217033, FR2001/544), 30 June 1999 (F218025, FR2001/545),  
30 June 2000 (F219026, FR2001/549), 30 June 2001 (FR2001/549)**

Thank you for lodging the above financial statements on 8 November 2001.

As we discussed at our meeting, the financial reporting requirements for an organisation under the *Workplace Relations Act 1996* raise several issues relating to (1) the accountability to members; (2) the nature and implications of the auditor's opinion and report; (3) the detail of the prescribed documentation. I have examined the above statements in the light of our discussion and I set out the following comments so that it might be clear what further action is necessary to enable the documents to be filed.

▪ **The Secretary's Certificate**

Each year's financial statements must be accompanied by a statement signed by you certifying that the attached documents are copies of those presented to the meeting of the committee of management which takes place after the members have been supplied with their copy of the financial accounts. This statement should also indicate the date of that meeting and the date the members were supplied with their copy. I attach a model certificate for your reference.

I understand from our discussion that the Branch committee of management intends to pass a resolution to supply the members with a summary for each of the four accounts to be included in the December issue of the Branch journal, and that the financial statements will all be formally presented to the first committee of management that takes place in 2002.

**Action**

You should lodge (1) a copy of the summary the auditor prepares and (2) a certificate for each year's set of accounts setting out the above details after the meeting in 2002.

I take this opportunity to make clear that, for future years' returns, the formal presentation referred to in the Act does not have to take place at the Annual General Meeting. All that is required is that it take place at a committee of management meeting no earlier than seven days after the members have been supplied with their copy.

▪ **Qualification in Auditor's Report**

As I explained, the inclusion of the qualification in each of the auditor's reports regarding the showing of a waived debt as payable attracts a requirement under section 280(2) of the Act for the Registrar to investigate any deficiency, failure or shortcoming set out in the report of an auditor. However, an investigation is not required if the Registrar is satisfied that the deficiency, failure or shortcoming is trivial or will be remedied in the following financial year.

Action

I therefore seek your written comments in relation to this qualification and your confirmation of the Branch's intentions as to whether or not and how this debt will be shown in future returns.

▪ **Accounting Officer's Certificate**

The Accounting Officer's certificates lodged for each of the four years were not dated. In addition, the opening sentence on each certificate was not completed by the inclusion of the membership figure for the respective year.

Action

A complete copy of these certificates should be lodged at your earliest convenience.

▪ **Committee of Management Certificate**

The Committee of Management certificates lodged for each of the four years were not dated.

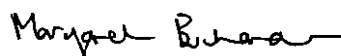
In addition, paragraph 4 of the Committee of Management Certificate for the three of the four years contained an incorrect reference, namely in certifying that the Union had complied with the Act in relation to the financial accounts of the year *just ended*, as opposed to the *preceding* year. The Committee of Management Certificate for 1998 correctly referred to the year ended 30 June 1997.

Action

A dated copy of these certificates should be lodged at your earliest convenience.

I hope this information is helpful. I appreciated the opportunity of meeting with you and invite you to feel free to contact the Registry on (02) 8374 6666 if you have any further queries in relation to the reporting or lodgment requirements.

Yours sincerely



Margaret Buchanan  
Deputy Industrial Registrar

12 November 2001

**THE MUSICIANS' UNION OF AUSTRALIA**

**SYDNEY BRANCH**

**FINANCIAL STATEMENTS FOR THE  
YEAR ENDED 30 JUNE 2001**

SANDRA D. GROLLMUS

Registered Company Auditor  
Registered Tax Agent

7 BURRANEER CLOSE  
HURSTVILLE 2220  
TELEPHONE 9546 7366  
FAX 9546 2267

MUSICIANS UNION OF AUSTRALIA-SYDNEY BRANCH  
INDEPENDENT AUDIT REPORT TO MEMBERS

SCOPE

I have audited the Financial Statements of Musicians' Union of Australia-Sydney Branch for the year ended 30 June 2001. The Management Committee is responsible for the Financial Statements. I have conducted an independent audit of these Financial Statements in order to express an opinion on them to the Members of the Union.

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 include examination, on a test basis, of evidence supporting the amounts and other disclosures in the Financial Statements, and the evaluation of accounting policies and 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 Accounting Standards and other mandatory professional reporting requirements and statutory requirements so as to present a view which is consistent with my understanding of the Union's financial position, the results of its operations and its cash flows.

QUALIFICATIONS

During the course of my audit it was established that the debt of \$3756 owing to the S.S.O. had been waived and therefore should not be shown as payable.

AUDIT OPINION

Subject to the above qualification in my opinion the financial statements and notes thereto prepared under the Industrial Relations Act 1988 in relation to the year were properly drawn up so as to give a true and fair view of:

- (i) the financial affairs of the union as at the end of the year; and
- (ii) the income and expenditure, and any deficit of the Union for the year; and
- (iii) all information, being information which was reasonably wanted for the purpose of this audit, which was required and sought by me or by any person authorized by me for the purpose of the audit, was provided.

I also understand that to the extent that there was any deficiency, failure or shortcoming in relation to the matters referred to above, I must report particulars.

29/10/01



SANDRA D. GROLLMUS  
Registered Company Auditor  
Registered No. 1254

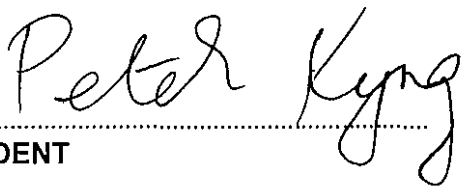
# THE MUSICIANS' UNION OF AUSTRALIA

## SYDNEY BRANCH

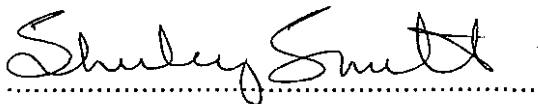
### COMMITTEE OF MANAGEMENT'S CERTIFICATE

We, PETER KYNIG, and SHIRLEY SMITH, being two members of the Committee of Management of the Musicians' Union of Australia, Sydney Branch, do state on behalf of the Committee, and in accordance with a resolution passed by the Committee that:-

1. In the opinion of the Committee of Management, the attached accounts show a true and fair view of the financial affairs of the Union as at 30 June 2001.
2. In the opinion of the Committee of Management, meetings of the Committee were held during the year ended 30 June 2001 in accordance with the rules of the Union.
3. To the knowledge of any member of the Committee, there have been no instances where records of the Union or other documents (not being documents containing information made available to a member of the Union under Sub-Section 274 (2) of the Workplace Relations Act 1996) or copies of these records or documents, or copies of the rules of the Union, have not been furnished, or made available to members in accordance with the requirements of the Industrial Relations Act 1988, the Regulations thereto, or the rules of the Union.
4. The Union has complied with Sub-Section 279 (1) and (6) of the Workplace Relations Act 1996 in relation to the financial accounts in respect of the year ended 30 June 2001, and the Auditors' Report thereon.



.....  
PRESIDENT



.....  
SECRETARY

# THE MUSICIANS' UNION OF AUSTRALIA

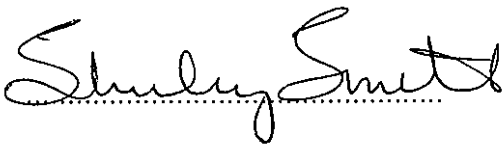
## SYDNEY BRANCH

### ACCOUNTING OFFICER'S CERTIFICATE

I, SHIRLEY SMITH, being the officer responsible for keeping the accounting records of the Musicians' Union of Australia - Sydney Branch, certify that, as at 30 June 2001, the number of members of the Association was

In my opinion:

1. The attached accounts show a true and fair view of the financial affairs of the Union as at 30 June 2001.
2. A record has been kept of all moneys paid by, or collected from, members and all moneys 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 the Union.
3. Before any expenditure was incurred by the Union, approval of the incurring of the expenditure was obtained in accordance with the rules of the Union.
4. With regards to funds of the Union 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 purposes other than those for which the fund was operated.
5. No loans or other financial benefits, other than remuneration in respect of their full time employment with the Union, were made to persons holding office in the Union.
6. The register of members of the Association was maintained in accordance with the Workplace Relations Act 1996.



**MUSICIANS UNION OF AUSTRALIA**  
**SYDNEY BRANCH**  
**STATEMENT OF FINANCIAL PERFORMANCE (Detailed)**  
**For Year Ending 30 June 2001**

	NOTE	2001 \$	2000 \$
<b>INCOME</b>			
Subscriptions - Local		103,901	105,185
Enterance Fees		2,300	2,960
Grants		-	-
Levies "Keep Music Live" & Promotional Income		1,597	3,034
Mortality Fund - Income		547	378
Members' Personal Accident Insurance Contributions		-	-
Interest Received		50	19
Recovery Misappropriated Funds		-	100
Sundry Income		505	1,008
<b>Total Income</b>		<b>108,900</b>	<b>112,684</b>
<b>EXPENDITURE</b>			
Accrued Annual Leave - Increase/(Decrease) in Provision		(268)	3,235
Affiliation & Sustentation Fees		3,070	3,070
Bank Charges		2,298	2,417
Computer Expenses		1,942	1,266
Consultancy		10,368	10,632
Debt Collection (net of recovery)		100	-
Depreciation		1,272	2,100
Electricity		772	469
Federal Dues - Sustentation Fees		10,965	11,250
General Office Expenses		3,485	5,955
Insurances		1,364	1,415
Interest Expense		903	-
Long Service Leave - Increase/(Decrease) in provision		18	550
Meeting & Conference Expenses		159	316
Mortality Payments		600	1,008
Motor Vehicle Allowance		-	-
Carried Forward		<u>37,048</u>	<u>43,683</u>

The attached Notes 1 to 14 form part of these Accounts

**MUSICIANS UNION OF AUSTRALIA**  
**SYDNEY BRANCH**  
**STATEMENT OF FINANCIAL PERFORMANCE (Detailed)**  
**For Year Ending 30 June 2001**

	NOTE	2001 \$	2000 \$
<b>EXPENDITURE (Cont'd)</b>			
Brought Forward		37,048	43,683
Postage		1,992	2,996
Printing & Stationery		1,510	1,923
Professional Services	6	5,208	451
Promotions Expense		1,597	3,034
Publications		242	362
Repairs & Maintenance		176	516
Relocation Costs		226	311
Rent		8,614	8,904
Salaries - Officials		36,451	37,401
Salaries - Employees		11,818	14,703
Staff Training		-	14
Sundry Expenses		57	42
Superannuation		6,624	7,591
Telephone		4,340	5,017
Travel (Local)		14	32
<b>Total Expenditure</b>		<u>115,917</u>	<u>126,980</u>
<b>OPERATING INCOME/(DEFICIT) FOR THE YEAR</b>		<b>(7,017)</b>	<b>(14,296)</b>

The attached Notes 1 to 14 form part of these Accounts



**MUSICIANS UNION OF AUSTRALIA  
 SYDNEY BRANCH  
 STATEMENT OF FINANCIAL POSITION  
 As At 30 June 2001**

	NOTE	2001 \$	2000 \$
<b>CURRENT ASSETS</b>			
Cash	7	9,118	6,142
Prepayments		342	297
Receivables	8	<u>10,905</u>	<u>10,513</u>
<b>Total Current Assets</b>		<u><b>20,365</b></u>	<u><b>16,952</b></u>
<b>NON-CURRENT ASSETS</b>			
Furniture & Equipment	9	1,014	2,286
Music Library - Nominal Value		50	50
Plant & Equipment (ex Finance Lease)	10	<u>-</u>	<u>-</u>
<b>Total Non-Current Assets</b>		<u><b>1,064</b></u>	<u><b>2,336</b></u>
<b>TRUST BANK ACCOUNTS</b>			
Musicians Union Collection & Trust A/C		4,473	820
Musicians Union Promotions Fund		<u>-</u>	<u>-</u>
<b>Total Trust Bank Accounts</b>		<u><b>4,473</b></u>	<u><b>820</b></u>
<b>TOTAL ASSETS</b>		<u><b>25,902</b></u>	<u><b>20,108</b></u>

The attached Notes 1 to 7 form part of these Accounts

**MUSICIANS UNION OF AUSTRALIA  
 SYDNEY BRANCH  
 STATEMENT OF FINANCIAL POSITION  
 As At 30 June 2001**

	NOTE	2001 \$	2000 \$
<b>CURRENT LIABILITIES</b>			
Payables	11	101,862	88,802
Provisions	13	<u>6,397</u>	<u>6,664</u>
<b>Total Current Liabilities</b>		<u><b>108,259</b></u>	<u><b>95,466</b></u>
<b>NON-CURRENT LIABILITIES</b>			
Payables	12	162,542	162,542
Provisions	13	<u>1,731</u>	<u>1,713</u>
<b>Total Provisions</b>		<u><b>164,273</b></u>	<u><b>164,255</b></u>
<b>TOTAL LIABILITIES</b>		<u><b>272,532</b></u>	<u><b>259,721</b></u>
<b>NET LIABILITIES</b>		<u><u><b>(246,630)</b></u></u>	<u><u><b>(239,613)</b></u></u>
<b>EQUITY</b>			
Retained Funds	3	<u><u><b>(246,630)</b></u></u>	<u><u><b>(239,613)</b></u></u>

The attached Notes 1 to 14 form part of these Accounts

**MUSICIANS UNION OF AUSTRALIA**

**SYDNEY BRANCH**

**STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2001**

	NOTE	2001 \$	2000 \$
<b>Cash Flows Provided by Operating Activities:</b>			
Receipts from Members		108,850	112,665
Payments to Suppliers and Employees		(105,924)	(117,288)
Interest Received		50	19
<b>Net Cash Provided by Operating Activities</b>	14	<u>2,976</u>	<u>(4,604)</u>
<b>CASH FLOW FROM INVESTING ACTIVITIES</b>			
Payment for Assets		<u>-</u>	<u>-</u>
<b>Net Cash Provided by (Used in) Operating Activities</b>		<u>-</u>	<u>-</u>
<b>Net Increase/(Decrease) in Cash Held</b>		2,976	(4,604)
Cash at the Beginning of Financial Year		<u>6,142</u>	<u>10,746</u>
<b>Cash at the End of Financial Year</b>	7	<u>9,118</u>	<u>6,142</u>

The attached Notes 1 to 14 form part of these Accounts

**THE MUSICIANS' UNION OF AUSTRALIA**

**SYDNEY BRANCH**

**NOTES TO AND FORMING PART OF THE ACCOUNTS**

**FOR THE YEAR ENDED 30 JUNE 2001**

**1 STATEMENT OF ACCOUNTING POLICIES**

The accounts have been prepared and presented in accordance with applicable Accounting Standards, other mandatory professional reporting requirements (Urgent Issues Group Consensus Views) and the Workplace Relations Act 1996. The Accounts have also been prepared on the basis of historical costs and do not take into Account changing money values or, except where stated, current valuations of non-current assets. The accounting policies have been consistently applied, unless otherwise stated.

The following is a summary of the significant accounting policies adopted by the economic entity in the preparation of the accounts:

- (a) Depreciation of fixed assets is calculated on the straight-line basis in order to write the assets off over their useful life.
- (b) Provision for employee benefits in the form of Accrued Annual Leave has been made for the estimated accrued entitlements of all employees on the basis of their terms of employment. Long Service Leave has been accrued only after employees have served one (1) year or more.
- (c) Contributions are accounted for on a cash receipt basis.
- (c) No provision for Income Tax is necessary as Industrial Trade Unions are exempt from Income Tax under Section 23(f) of the Income Tax Assessment Act.

**2 INFORMATION TO BE PROVIDED TO MEMBERS OR REGISTRAR**

In accordance with the requirements of the Workplace Relations Act 1996, the attention of members is drawn to the provisions of Sub-Sections (1), (2) and (3) of Section 274 which read as follows:

- (a) A member of an organisation, or a Registrar, may apply to the organisation for specified prescribed information in relation to the organisation.
- (b) An organisation shall, on application made under Sub-Section (1) by a member of the organisation or a registrar, make the specified information available to the member or Registrar in such manner, and within such time, as is prescribed.
- (c) A registrar may only make an application under Sub-Section (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.

**MUSICIANS UNION OF AUSTRALIA**  
**SYDNEY BRANCH**  
**NOTES TO AND FORMING PART OF THE ACCOUNTS**  
**FOR THE YEAR ENDING 30 JUNE 2001**

	2001 \$	2000 \$
<b>3 EQUITY</b>		
Total Equity at beginning of financial year	(239,613)	(225,317)
Total change in equity recognised in the Statement of Financial Performance	<u>(7,017)</u>	<u>(14,296)</u>
Total Equity at Reporting date	<u>(246,630)</u>	<u>(239,613)</u>
<b>4 EMPLOYEES</b>		
Average Number of Employees for period	<u>2</u>	<u>2</u>
<b>5 AUDITORS REMUNERATION</b>		
Audit or review of financial report of the entity	<u>1,000</u>	<u>1,000</u>
<b>6 PROFESSIONAL SERVICES</b>		
Accounting Services	1,319	1,007
Audit Fees	1,000	1,000
Legal Expenses - Current Year	2,889	(1,556)
	<u>5,208</u>	<u>451</u>
<b>7 CASH</b>		
Cash On Hand	162	62
Operating Cheque Account	3,036	50
Special Purpose - Group Tax Account	<u>5,920</u>	<u>6,030</u>
<b>Total Cash</b>	<u>9,118</u>	<u>6,142</u>

**MUSICIANS UNION OF AUSTRALIA**  
**SYDNEY BRANCH**  
**NOTES TO AND FORMING PART OF THE ACCOUNTS**  
**FOR THE YEAR ENDING 30 JUNE 2001**

	2001 \$	2000 \$
<b>8 RECEIVABLES</b>		
Trade Debtors	1,815	1,718
Trust Receivables	1,006	768
NSW District - Receivable	7,756	7,499
Sundry Receivables	328	528
<b>Total Receivables</b>	<b>10,905</b>	<b>10,513</b>
<b>9 FURNITURE &amp; EQUIPMENT</b>		
At Cost	56,303	56,303
Less Accumulated Depreciation	55,289	54,017
	<b>1,014</b>	<b>2,286</b>
<b>10 PLANT &amp; EQUIPMENT (EX LEASE)</b>		
Leased Plant & Equipment	16,500	16,500
Less Accumulated Amortisation	16,500	16,500
	<b>-</b>	<b>-</b>
<b>11 PAYABLES (CURRENT)</b>		
Trade Creditors	50,906	52,630
Federal Office	31,155	19,094
GST Liability	(1,235)	268
NSW District Benevolent Fund	4,187	4,187
Trust Account liability	4,473	820
KML Liability	166	3,663
Sundry Accruals	12,210	8,140
	<b>101,862</b>	<b>88,802</b>

**MUSICIANS UNION OF AUSTRALIA**  
**SYDNEY BRANCH**  
**NOTES TO AND FORMING PART OF THE ACCOUNTS**  
**FOR THE YEAR ENDING 30 JUNE 2001**

	2001 \$	2000 \$
<b>12 PAYABLES (NON-CURRENT)</b>		
SSO Funds	3,756	3,756
NSW District Bldg Loan	<u>158,786</u>	<u>158,786</u>
	<b><u>162,542</u></b>	<b><u>162,542</u></b>
<b>13 PROVISIONS</b>		
<b>Current Provisions:</b>		
Employee Entitlements	<u>6,397</u>	<u>6,664</u>
<b>Non-Current Provisions:</b>		
Employee Entitlements	<u>1,731</u>	<u>1,713</u>
<b>14 CASH FLOW INFORMATION</b>		
<b>Reconciliation of Cash Flows from Operations with Operating Surplus (Deficit)</b>		
Net Surplus/(Deficit)	(7,017)	(14,296)
<b>Non-Cash Flows in Net Surplus (Deficit):</b>		
Depreciation & Amortisation	1,272	2,100
Increase (Decrease) in Employee Entitlements	(249)	3,785
Transfer of Assets	-	-
<b>Changes in Assets &amp; Liabilities:</b>		
(Increase)/Decrease in Sundry Debtors	(392)	(4,495)
Increase/(Decrease) in Sundry Creditors	9,407	8,199
(Increase)/Decrease in Prepayments	<u>(45)</u>	<u>103</u>
<b>Net Cash Provided by Operating Activities</b>	<b><u>2,976</u></b>	<b><u>(4,604)</u></b>

**COMPILATION REPORT TO MUSICIANS UNION OF AUSTRALIA – SYDNEY  
BRANCH**

On the basis of information provided by the Client, I have compiled in accordance with Pronouncement No. 5 "Compilation of Financial Reports" the general purpose financial report of the client for the period ended 30 June 2001 as set out on pages 1 to 11.

The Client is solely responsible for the information contained in the general purpose financial report.

My procedures use accounting expertise to collect, classify and summarise the financial information, which the Client provided, into a financial report. My procedures do not include verification or validation procedures.

No audit or review has yet been performed and accordingly no assurance is expressed.

To the extent permitted by law, I do not accept liability for any loss or damage which any person, other than the Client, may suffer arising from any negligence on my part. No person should rely on the general purpose financial report without having an audit or review conducted.

The general purpose financial report was prepared exclusively for the benefit of the Client. I do not accept responsibility to any other person for the contents of the general purpose financial report.

  
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Peggy Hughes PNA  
Adept Bookkeeping Services  
P O Box 364 (103 Great Western Hwy) Blackheath NSW 2785

23 August, 2001