

28<sup>th</sup> September 2021

Anthony Boys (Auditor)  
PO Box 3376  
Rundle Mall SA 5000

### **Management Representation Letter**

This representation letter is provided in connection with your audit of the financial statements and compliance of the **Metcalf Superannuation Fund** for the year ended **30<sup>th</sup> June 2021**. We recognise that obtaining representations from us concerning the information contained in this letter is a significant procedure in enabling you to form an opinion as to whether the financial statements in all material respects, are presented fairly, in accordance with Australian Standards, other mandatory financial reporting requirements in Australia and relevant statutory requirements and whether we have complied with certain sections of the Superannuation Industry (Supervision) Act 1993 and Regulations.

We acknowledge our responsibility for ensuring that the financial statements are in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations) and confirm that the financial report is free of material misstatements, including omissions. We also acknowledge our responsibility to maintain the fund in accordance with the Superannuation Industry (Supervision) Act 1993 and regulations and confirm that there were no contraventions of SIS and the regulations.

We confirm, to the best of our knowledge and belief, the following representations made to you during the audit.

- 1) We have made available to you:
  - a) All financial records and related data , other information, explanations and assistance necessary for the conduct of the audit
  - b) Minutes of the meetings of trustees

- c) The significant accounting policies adopted in the preparation of the financial statements are appropriately described in the notes to the financial statements
- 2) There:
- a) Has been no fraud, error or non compliance with SIS or other laws and regulations involving management or employees who have a significant role in internal control
  - b) Has been no fraud, error or non compliance with SIS or other laws and regulations that could have a material effect on the financial report; and
  - c) Have been no communications from regulatory agencies concerning non-compliance with, or deficiencies in, financial reporting practices that could have a material effect on the financial report.
- 3) We acknowledge our responsibility for the design and implementation of internal control to prevent & detect error. We have established and maintained adequate internal control to facilitate the preparation of a reliable financial report, and adequate financial records have been maintained. There are no material transactions that have not been properly recorded in the accounting records underlying the financial report.
- 4) We have no plans or intentions that may materially affect the carrying values, or classification, of assets and liabilities in the financial statements.
- 5) The following have been properly recorded and/or disclosed in the financial report:
- a) Related party transactions and related amounts receivable or payable, including sales, purchases, loans, transfers, leasing agreements and guarantees (written or oral)
  - b) Agreements to repurchase assets previously sold
  - c) Material liabilities or contingent liabilities or assets including those arising under derivative financial instruments; and
  - d) Unasserted claims or assessments that our lawyer has advised us are probable of assertion.
- 6) There are no violations or possible violations of laws or regulations whose effects should be considered for disclosure in the financial report or as a basis for recording an expense, nor that should cause the directors of the trustee company to become disqualified persons.
- 7) The fund has satisfactory title to all assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- 8) The fund has complied with all aspects of contractual agreements that would have a material effect on the financial report in the event of non-compliance.
- 9) There were no material commitments for construction or acquisition of property, plant & equipment or to acquire other non-current assets, such as investments or intangibles, other than those disclosed in the financial report.
- 10) The assets of the fund are being held in a form suitable for the benefit of the members and in accordance with our investment strategy, and this is reviewed annually.

- 11) No events have occurred subsequent to the balance sheet date that would require adjustment to, or disclosure in, the financial report.
- 12) We confirm we have no knowledge of any events or conditions that would cast significant doubt on the fund's ability to continue as a going concern.
- 13) We are not aware of any act or omission on the part of the entity that does or may impact your ability to comply with your independence obligations as auditor of the entity. We have brought to your attention any items that we consider may affect your ability to remain independent of the entity and we will continue to work with you to maintain the independence of the audit relationship.

We understand that your examination was made in accordance with Australian Accounting Standards and was, therefore, designed primarily for the purpose of expressing an opinion on the financial report of the entity taken as a whole, and specific compliance matters, and that your tests of the financial records and other auditing procedures were limited to those which you considered necessary for that purpose.

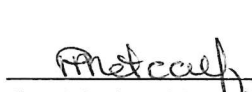
We declare that:

- a) We are not (a) disqualified person(s) as defined in section 120(1) of the Superannuation Industry (Supervision) Act 1993, or if we are aware that we are a disqualified person, we believe we are eligible under subsection 126B(1) to apply to the Regulator for a declaration waiving our status as 9a) disqualified person(s) and we will make an application under Subsection 126B(3) within the allowed period: or
- b) A receiver, or a receiver & manager, has not been appointed in respect of property beneficially owned by us, the Trustees; or
- c) An official manager, deputy official manager or administrator has not been appointed in respect of us, the Trustees: or
- d) A provisional liquidator has not been appointed in respect of us, the Trustee(s): or
- e) We the Trustee(s) have not been commenced to be wound up.

Yours sincerely,

  
Clive Thomas Metcalf  
Trustee



  
Patricia Ann Metcalf  
Trustee

