

11 October 2018

Stirling Warton Taylor  
11th Floor, St James Centre  
111 Elizabeth Street  
SYDNEY NSW 2000

## LETTER OF REPRESENTATION

Dear Sirs,

**RE: CHARLES EMERY SUPERANNUATION FUND  
AUDIT FOR YEAR 30 JUNE 2018**

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In connection with your audit examination of Charles Emery Superannuation Fund (the Fund) for the year ended 30 June 2018, on behalf of the Trustee, I hereby confirm, at your request, that to the best of my knowledge and belief, the following representations relating to the Fund are correct:

### **Accounting Policies**

The Trustee is responsible for the presentation in the financial statements of the changes in net assets/operating statement for the period and the statement of financial position at balance date, in conformity with generally accepted accounting principles and in accordance with the relevant statutory requirements and applicable Accounting Standards.

All the significant accounting policies of the Fund are adequately described in Note 1 to the accounts and are consistent with the policies adopted last year.

### **Accounts**

The financial statements have been drawn up by the Trustees so as to give a true and fair view of the state of affairs of the fund as at 30 June 2018, and for the result for the year ended on that date.

### **Borrowings**

- The Trustee did not lend money or give other financial assistance to a member or relative of a member;
- The Trustee did not borrow or maintain an existing borrowing of money; and
- The Trustee did not give a charge over, or in relation to, an asset of the Fund.

### **In-house Assets**

- During the period ended 30 June 2018, the Trustee did not make a loan to, or invest in, a standard employer sponsor, or an associate of a standard employer sponsor of the fund that causes the total in-house asset ratio to exceed the specified limits.

### **Record Keeping**

- All financial books, records and related information have been made available to you including minutes of the trustee's meetings, the Trust Deed and Fund Rules.
- The Trustee retains minutes of all meetings for a minimum of 10 years;
- The Trustee retains records of changes of directors of SMSF Trustee Pty Limited for a minimum of 10 years;
- The Trustee retains copies of reports sent to members/beneficiaries for a minimum of 10 years;
- The Trustee maintains and retains accounting records for a minimum of 5 years; and
- The preparation of the accounts and statements is the responsibility of the Trustee.

### **Investments**

- The carrying value of investments does not exceed recoverable amount.
- The Trustee does not invest money unless the Trustee and the other party are dealing with each other at arm's length.
- Investment transactions and investments held are in accordance with the investment strategy, which has been determined with due regard to risk, return, liquidity and diversity.
- There are no commitments, fixed or contingent, for the purchase or sale of long-term investments.
- Investments have been made in accordance with the Trust Deed.

### **Disqualified persons**

- The Trustee company directors are not disqualified persons under the definition of Corporations Act 2001 and Superannuation Industry (Supervision) Act and Regulations.

### **Unclaimed monies**

- There were no unclaimed monies during the period ended 30 June 2018.

