

28 July 2022

Colbert Family Superannuation Fund
c/- Green Frog Super
PO Box 227
Ballina NSW 2478

Dear Karen,

RE: Colbert Family Superannuation Fund Audit

I am pleased to advise the SMSF audit has been finalised. I am now in a position to issue an unqualified audit report for the year ended 30 June 2021.

Consequently, please find enclosed the following documents:

- Audit Management Letter to the Trustees; and
- Signed 2021 audit report.

Please forward these documents to your client along with the financial reports and annual return prepared by your office.

Please ensure that you have returned the original signed copies of the audit engagement letter and trustee representation letter to my office for my records.

Should you have any queries or wish to discuss any matters further please do not hesitate to contact my office.

Regards,

Quay SMSF Audits

A handwritten signature in blue ink, appearing to read "H. Griffiths", is positioned above a horizontal line.

Heath C Griffiths B Com
ASIC Registered SMSF Auditor

28 July 2022

Private and Confidential

Colbert Super Pty Ltd
Colbert Family Superannuation Fund
c/- Green Frog Super
PO Box 227
Ballina NSW 2478

Dear Andrew and Melanie,

RE: AUDIT MANAGEMENT LETTER

I wish to advise that the audit of the Colbert Family Superannuation Fund for the year ended 30 June 2021 has recently been completed.

Auditors are encouraged by the Australian Taxation Office to issue a management letter at the completion of each audit, as a means of advising the Trustee of any matters noted during the course of the audit.

In accordance with SISA s.129, I am obligated to advise you in writing of any contravention(s) identified.

My audit work involves examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report in order to form an opinion as to whether, in all material respects, the financial report is fairly stated in accordance with the accounting policies described in the notes thereto. Further, my audit work involves examination, on a test basis, of evidence supporting compliance with certain requirements of the Superannuation Industry (Supervision) Act 1993 (SISA) and the Superannuation Industry (Supervision) Regulations 1994 (SISR).

There are inherent limitations in any audit due to:

- The use of testing;
- The limitations of any internal control structure;
- The possibility of collusion to commit fraud; and
- The fact that most audit evidence is persuasive rather than conclusive.

As such my audit can only provide reasonable and not unconditional assurance that the financial statements are free from material misstatement. There is still a risk that even some material misstatement, fraud or abnormality may remain undetected. Any non-material audit adjustments identified and not corrected during our audit have been communicated with your accountant or directly to the trustees.

Management should not rely on our report to identify all weaknesses and irregularities that may exist or instances of fraud. Our comments should be read in the context of the scope of our work and findings within may have been prepared on the basis of management representations. This report has been prepared solely for your use and should not be quoted in whole or part without our prior written consent. No responsibility to any third party is accepted as the report has not been prepared and is not intended for any other use.

Matters Noted During the Course of the Audit

I would like to bring the following to your attention:

1/Reliance on Declaration

The trustees of the fund provided the following declaration:

'I, the undersigned, do hereby confirm the Authority to release benefits due to Division 293 forms for the two payments below were duly completed, signed and forwarded to the ATO in the relevant timeframe. The trustee cannot locate a completed copy of them and offers this declaration in lieu of that completed copy but has supplied the forms received from the ATO:

1. \$180.35 paid 12/04/2021
2. \$1,524.25 paid 12/04/2021.'

Please note we have placed reliance on the above declaration when forming our opinion, should the trustees become aware that the above statement is not true and correct we request to be informed in writing as soon as possible.

2/Section 35A Records – minutes, accounts and records

Section 35A of the SISA, which is effective from 24 September 2007, requires the trustee(s) of an SMSF to keep and maintain accounting records that will:

- explain the transaction(s) and financial position of the entity
- enable the preparation of required accounts, statements and returns, and
- enable the convenient and proper audit of those accounts, statements and returns.

Subsection 35A(2) of the SISA requires the accounting records to be:

- written in English or in a form in which they are readily accessible and readily converted into English
- kept in Australia, and
- kept for at least five years after the end of the income year to which the transaction(s) relate.

We requested signed copies of Division 293 forms to complete our audit of the fund and received a declaration in lieu of the documents.

The trustee must be aware of the requirements above and ensure that correct records are kept in future.

3/COVID-19 Pandemic

Please note we have audited the Financial Statements at 30 June 2021.

Due to the uncertain outcomes of financial performance of assets due to COVID-19 we acknowledge the trustee has been made aware of this issue in the notes to the financial statements regarding the recoverability, value and returns of the fund assets.

This may also affect the liquidity of the fund and its ability to pay debts or pensions as and when they fall due.

The trustees should review their investments in relation to the above at regular intervals during this time.

Other Matters for your Attention

Member Account Statements

We note that we have not audited the member account statements attached to the financial report as this is outside the scope of our audit engagement. While we do complete a thorough audit of the movements in the member account during the financial year being audited, we are unable to provide an opinion as to the accuracy of historical or current year of audit member components and eligible service date information that relates to these transactions.

Conflict of Interest

In our trustee representation letter we requested to be informed of any potential, perceived or real conflict of interest.

We have not received any information regarding any conflicts of interest and have therefore placed reliance that no conflict of interest exists.

Should the trustees become aware of any conflict – potential, perceived or real – we request to be informed immediately, in writing, as our opinion may have to be modified.

Economic Loss and Recoverability of Fund Assets

We note the fund financial statements are prepared at 30 June 2021 and the market value of the fund assets are reported at that time.

Please note that we are appointed to audit the Fund's financial report and not to audit suitability, volatility, or entities where the Fund invests, therefore we are unable to determine any future economic loss or recoverability of any fund asset.

Should you wish to discuss the above or require any further explanation or assistance, please do not hesitate to contact my office.

Regards

Quay SMSF Audits

Heath C Griffiths B Com
ASIC Registered SMSF Auditor

COLBERT FAMILY SUPERANNUATION FUND
Self-Managed Superannuation Fund
Independent Auditor's Report

Approved Self-managed superannuation fund (SMSF) auditor details

Name:	Heath Griffiths
Business Name:	Quay SMSF Audits
Business Postal Address:	P.O. Box 1064 Townsville QLD 4810
SMSF Auditor Number (SAN):	100 258 286

SMSF Details

Fund Name	Colbert Family Superannuation Fund
Australian Business Number (ABN) or Tax File Number (TFN):	91 957 581 192
Fund Address:	c/- Green Frog Super PO Box 227 Ballina NSW 2478
Year of Income Being Audited:	30 June 2021

To the SMSF Trustees

of the:	Colbert Family Superannuation Fund
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PART A – FINANCIAL AUDIT

Opinion

I have audited the special purpose financial report of the Colbert Family Superannuation Fund comprising Operating Statement, Statement of Financial Position and Notes to the Financial Statements as at 30 June 2021.

In my opinion, except for the effects on the financial report of the matters referred to in the Basis of Opinion section of my report below, the financial report presents fairly in all material respects, in accordance with the accounting policies described in the notes to the financial report:

The financial position of the fund at 30 June 2021 and the results of its operations for the year then ended.

Basis for Opinion

My audit has been conducted in accordance with Australian Auditing Standards (issued by the Auditing and Assurance Standards Board). My responsibilities under those standards are further described in the Approved SMSF Auditor's Responsibilities for the Audit of the Financial Report section of this report.

I am independent of the SMSF in accordance with the auditor independence requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (including Independence Standards) (the Code) that are relevant to this audit and as required by the Superannuation Industry (Supervision) Regulations 1994 (SISR). I have also fulfilled my other ethical responsibilities in accordance with the Code. In particular, neither myself, my firm or my network firm assumed a management responsibility for the fund. My firm did not prepare the financial statements for the fund. Where my firm provided any other non-assurance services to the fund, we are satisfied that those services were not prohibited under the Code and any independence threats arising have been eliminated or reduced to an acceptable level by the application of safeguards.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of Matter - Basis of Accounting

I draw attention to note 1 of the financial report, which describes the basis of accounting. The financial report has been prepared to assist Colbert Family Superannuation Fund meet the requirements of the SMSF's governing rules, the *Superannuation Industry (Supervision) Act 1993* (SISA) and the SISR. As a result, the financial report may not be suitable for other purposes and should not be distributed to parties other than the trustees. My opinion is not modified in respect of this matter.

Responsibilities of SMSF trustees for the financial report

Each SMSF trustee (individual trustee or director of the corporate trustee) is responsible for the preparation and fair presentation of the financial report in accordance with the financial reporting requirements of the SMSF's governing rules, the SISA and the SISR. Each trustee is also responsible for such internal controls as they determine are necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the trustees are responsible for assessing the fund's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the trustees intend to wind-up the fund or have no realistic alternative but to do so.

Each SMSF trustee is responsible for overseeing the fund's financial reporting process.

Approved SMSF auditor's responsibilities for the audit of the financial report

My objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of trustees taken on the basis of this financial report.

As part of an audit in accordance with Australian Auditing Standards, I exercise professional judgment and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of an internal control.
- Obtain an understanding of internal controls relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the fund's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the fund's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in the auditor's report to the related disclosures in the financial report or if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of the auditor's report. However, future events or conditions may cause the fund to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

I have communicated with the trustees regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I may identify during the audit.

PART B – COMPLIANCE ENGAGEMENT

Opinion

I have undertaken a reasonable assurance engagement on Colbert Family Superannuation Fund's compliance, in all material respects, with the applicable provisions of the SISA and the SISR as listed below ("the listed provisions") for the year ended 30 June 2021.

Sections: 17A, 35AE, 35B, 35C(2), 62, 65, 66, 67, 67A, 67B, 82-85, 103, 104, 104A, 105, 109, 126K

Regulations: 1.06(9A), 4.09, 4.09A, 5.03, 5.08, 6.17, 7.04, 8.02B, 13.12, 13.13, 13.14, 13.18AA

In my opinion, except for the matters referred to below, each trustee of Colbert Family Superannuation Fund has complied in all material respects, with the listed provisions, for the year ended 30 June 2021.

Basis for Opinion

I have conducted my engagement in accordance with Standard on Assurance Engagements ASAE 3100 *Compliance Engagements* issued by the Auditing and Assurance Standards Board.

I believe that the evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Independence and quality control

I have complied with the independence and other ethical requirements relating to assurance engagements, and applied Auditing Standard ASQC 1 Quality Control for Firms that Perform Audits and Reviews of Financial Reports and Other Financial Information, and Other Assurance Engagements / ASQM 1 Quality Management for Firms that Perform Audits or Reviews of Financial Reports and Other Financial Information, or Other Assurance or Related Services Engagements in undertaking this assurance engagement. In particular, neither myself, my firm or my network firm assumed a management responsibility for the fund. Where my firm or network firm provided any other non-assurance services to the fund, we are satisfied that those services were not prohibited under the Code and any independence threats arising have been eliminated or reduced to an acceptable level by the application of safeguards.

SMSF trustees' responsibilities

Each SMSF trustee is responsible for complying with the listed provisions and for the identification of risks that threaten compliance with the listed provisions, controls which will mitigate those risks and monitoring ongoing compliance.

Approved SMSF auditor's responsibilities

My responsibility is to express an opinion on the trustees' compliance, in all material respects, with the listed provisions, for the year ended 30 June 2021. ASAE 3100 *Compliance Engagements* requires that I plan and perform my procedures to obtain reasonable assurance about whether the trustee have complied, in all material respects, with the listed provisions for the year ended 30 June 2021.

An assurance engagement to report on the trustees' compliance with the listed provisions involves performing procedures to obtain evidence about the compliance activity and controls implemented to meet the compliance requirements. The procedures selected depend on my judgement, including the identification and assessment of risks of material non-compliance.

My procedures included examination, on a test basis, of evidence supporting compliance with those requirements of the listed provisions for the year ended 30 June 2021.

These tests have not been performed continuously throughout the period, were not designed to detect all instances of non-compliance, and have not covered any other provisions of the SISA and the SISR apart from those specified.

Inherent limitations

Due to the inherent limitations of an assurance engagement, together with the internal control structure it is possible that fraud, error, or non-compliance with the listed provisions may occur and not be detected.

A reasonable assurance engagement for the year ended 30 June 2021 does not provide assurance on whether compliance with the listed provisions will continue in the future.

SMSF Auditor's Name: Heath C Griffiths



Heath C Griffiths *B Com*
ASIC Registered SMSF Auditor

28 July 2022

APPENDIX 1 – EXPLANATION OF LISTED SECTIONS AND REGULATIONS IN COMPLIANCE ENGAGEMENT

This appendix is included to assist trustees with the meaning of the legislation and regulations listed above.

Section or Regulation	Explanation
S17A	The Fund must meet the definition of an SMSF
S35AE	The trustees must keep and maintain accounting records for a minimum of five years
S35B	The trustees must prepare, sign and retain accounts and statements
S35C(2)	The trustees must provide the auditor with the necessary documents to complete the audit in a timely and professional manner; and within 14 days of a written request from the auditor.
S62	The fund must be maintained for the sole purpose of providing benefits to any or all of the following: <ul style="list-style-type: none"> • fund members upon their retirement • fund members upon reaching a prescribed age • the dependents of a fund member in the case of the member's death before retirement
S65	The trustees must not loan monies or provide financial assistance to any member or relative at any time during the financial year
S66	The trustees must not acquire any assets (not listed as an exception) from any member or related party of the fund
S67	The trustees of the fund must not borrow any money or maintain an existing borrowing (not listed as an exception)
S67A & 67B	The fund must comply with the limited recourse borrowing arrangement rules when borrowing to purchase single acquirable asset or replacement assets (not listed as an exception to the borrowing rules)
S82-85	The trustees must comply with the in-house asset rules
S103	The trustees must keep minutes of all meetings and retain the minutes for a minimum of 10 years
S104	The trustees must keep up to date records of all trustee or director of corporate trustee changes and trustee consents for a minimum of 10 years
S104A	Trustees who became a trustee on or after 1 July 2007, must sign and retain a trustee declaration
S105	The trustees must ensure that copies of all member or beneficiary reports are kept for a minimum of 10 years
S109	All investment transactions must be made and maintained at arms- length – that is, purchase, sale price and income from an asset reflects a true market value/rate of return
S126K	A disqualified person cannot be a trustee, investment manager or custodian of a superannuation fund
Sub-Reg 1.06 (9A)	Pension payments must be made at least annually, and must be at least the amount calculated under Schedule 7
Reg 4.09	Trustees must formulate, regularly review and give effect to an investment strategy for the fund
Reg 4.09A	The assets of the SMSF must be held separately from any assets held by the trustee personally or by a standard employer sponsor or an associate of the standard employer sponsor
Reg 5.03	Investment returns must be allocated to members in a manner that is fair and reasonable
Reg 5.08	Member minimum benefits must be maintained in the fund until transferred, rolled over, allotted (to the member's spouse) or cashed out in a permitted fashion
Reg 6.17	Payments of member benefits must be made in accordance with Part 6 or Part 7A of the regulations and be permitted by the trust deed
Reg 7.04	Contributions can only be accepted in accordance with the applicable rules for the year being audited
Reg 8.02B	When preparing accounts and statements required by subsection 35B(1) of SISA, an asset must be valued at its market value
Reg 13.12	Trustees must not recognise an assignment of a super interest of a member or beneficiary
Reg 13.13	Trustees must not recognise a charge over or in relation to a member's benefits
Reg 13.14	Trustees must not give a charge over, or in relation to, an asset of the fund
Reg 13.18AA	Investments in collectables and personal use assets must be maintained in accordance with prescribed rules.