

HEEP HONG SOCIETY
協康會

LOTTERY ACCOUNTS
FOR THE LOTTERY EVENT "HEEP HONG SOCIETY GRAND RAFFLE 2013"
HELD FOR THE PERIOD FROM 12 APRIL, 2013
TO 6 JUNE, 2013

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范 陳 會 計 師 行
FAN, CHAN & CO.
CERTIFIED PUBLIC ACCOUNTANTS
HONG KONG

REVIEW REPORT

TO THE EXECUTIVE COMMITTEE OF HEEP HONG SOCIETY

協康會

In accordance with the engagement letter dated 28 June, 2013, we have performed the agreed upon procedures in reviewing the attached income and expenditure account ("IEA") of Heep Hong Society's lottery event, the draw of which was held on 6 June, 2013. Our engagement was conducted in accordance with Practice Note 852 "Review of lottery accounts" issued by the Hong Kong Institute of Certified Public Accountants. This report is made solely in relation to the above lottery event and does not relate to any other part of the operations of Heep Hong Society. The agreed upon procedures that we have carried out did not constitute an audit of the attached IEA of Heep Hong Society's lottery event, and accordingly they cannot be relied upon to provide the same level of assurance as an audit.

Use of this report

This report is intended solely for the purpose of satisfying Condition 6 of Lottery Licence No. 4323 issued on 12 April, 2013 by the Home Affairs Department of the Government of the Hong Kong Special Administrative Region to Heep Hong Society, and is not intended to be, and should not be, used for any other purpose.

Review conclusion

On the basis of the results of the agreed upon procedures performed by us:

- a. in our opinion the attached IEA of Heep Hong Society's lottery event is properly prepared from the books and records of Heep Hong Society made available to us; and
- b. no matter has come to our attention which indicates that the attached IEA of Heep Hong Society's lottery event does not accurately reflect all the monies collected or received from the sale of lottery tickets by Heep Hong Society during the lottery event and all the disbursements made from the monies so collected or received.

Fan, Chan & Co.

Fan, Chan & Co.
Certified Public Accountants
Hong Kong, 29 July, 2013

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HEEP HONG SOCIETY

協康會

THE LOTTERY EVENT "HEEP HONG SOCIETY GRAND RAFFLE 2013"

INCOME AND EXPENDITURE ACCOUNT

FOR THE PERIOD FROM 12 APRIL, 2013

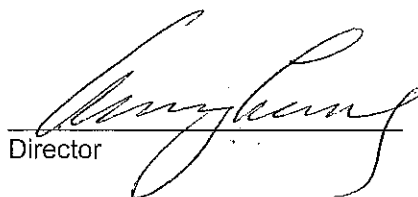
TO 6 JUNE, 2013

	HK\$
Income	
Sale of raffle tickets	1,239,380
Donations received	5,520
	<u>1,244,900</u>
Less : Expenditures	
Audit Fee	3,500
Advertisement	2,250
Banner and decoration	755
Bank charges	55
License Fee	2
Printing charge	13,500
Transportation	220
	<u>20,282</u>
Total surplus	<u><u>1,224,618</u></u>

The income and expenditure account was approved on behalf of the Executive Committee of Heep Hong Society on 29 July, 2013 by:



Chairman



Director

HEEP HONG SOCIETY
協康會

THE LOTTERY EVENT "HEEP HONG SOCIETY GRAND RAFFLE 2013"
NOTES TO THE INCOME AND EXPENDITURE ACCOUNT

FOR THE PERIOD FROM 12 APRIL, 2013
TO 6 JUNE, 2013

1. General

In accordance with Section 22(1)(a)(i) of the Gambling Ordinance (Cap.148), Heep Hong Society has obtained a Lottery Licence No. 4323 on 12 April, 2013 from The Home Affairs Department in respect of Heep Hong Society's sale of raffle tickets held for the period from 12 April, 2013 to 6 June, 2013. The draw of the lottery event was held on 6 June, 2013.

2. Basis of preparation

The income and expenditure account has been prepared on the cash receipts and disbursements basis. On this basis, income is recognised when received and expenditures are recognised when paid.

3. Surplus

The total surplus of HK\$1,224,618 will form part of revenue of Heep Hong Society. The executive committee have determined to use the surplus in support of its services for children with special needs and their families.

HEEP HONG SOCIETY
REPORT AND ACCOUNT
FOR THE FUND-RAISING ACTIVITY
HELD FROM 25 APRIL, 2013
TO 25 MAY, 2013
PUBLIC SUBSCRIPTION PERMIT NO.: 2013/114/1

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范 陳 會 計 師 行
FAN, CHAN & CO.
CERTIFIED PUBLIC ACCOUNTANTS
HONG KONG

INDEPENDENT ASSURANCE REPORT

TO THE EXECUTIVE COMMITTEE OF
HEEP HONG SOCIETY
("the Society")
PUBLIC SUBSCRIPTION PERMIT NO.: 2013/114/1

In accordance with our agreed terms of engagement, we have performed an engagement on the attached income and expenditure account of the Society's general charitable fund-raising activity held during the period from 25 April, 2013 to 25 May, 2013 ("the Event").

Respective responsibilities of the Executive Committee and ourselves

The Executive Committee Members are responsible for preparing the attached income and expenditure account in accordance with the basis of preparation set out in note 2, setting out the gross subscriptions raised from the Event and the expenses incurred in connection with the Event, in order to comply with the conditions stated in the Public Subscription Permit issued by the Social Welfare Department of the Government of the Hong Kong Special Administrative Region ("SWD"). This responsibility includes designing, implementing and maintaining internal controls relevant to the preparation and presentation of the income and expenditure account so that it reflects the subscriptions raised and expenses incurred in connection with the Event and is free from material misstatement.

It is our responsibility to form a conclusion on the attached income and expenditure account, based on our engagement, and to report our conclusion to you.

Basis of conclusion

We conducted our engagement in accordance with Hong Kong Standard on Assurance Engagements 3000 "Assurance Engagements Other Than Audits or Reviews of Historical Financial Information" and with reference to the "Circular on Reporting on General Charitable Fund-raising Activities Covered by Public Subscription Permits issued by the Social Welfare Department (Other than Flag Days)" issued by the Hong Kong Institute of Certified Public Accountants ("HKICPA").

The work undertaken in connection with this engagement is less in scope than an audit conducted in accordance with Hong Kong Standards on Auditing and consequently does not enable us to obtain assurance that we would become aware of all significant matters that might be identified in an audit. Accordingly, we do not express an audit opinion.

Furthermore, due to the nature of cash receipts and expenses relating to general charitable fund-raising activities, it was not practicable for us to determine whether the income and expenditure account and the books and records of the Society include all transactions relating to the Event. It was impracticable for us to quantify the potential impact of this on the income and expenditure account. Accordingly, our report relates solely to the income and expenditure account prepared from transactions that have been recorded in the Society's books and records.

Our engagement included carrying out limited procedures for obtaining sufficient appropriate evidence to be able to draw a conclusion, such as inquiries primarily of persons responsible for financial and accounting matters and other procedures we considered necessary.

INDEPENDENT ASSURANCE REPORT
TO THE EXECUTIVE COMMITTEE OF
HEEP HONG SOCIETY
("the Society")
PUBLIC SUBSCRIPTION PERMIT NO.: 2013/114/1

Conclusion

Based on the foregoing, we report that nothing has come to our attention that causes us to believe that the attached income and expenditure account does not reflect, in all material respects, the gross subscriptions raised and the expenses incurred by the Society in respect of the Event that have been recorded in its books and records made available to us in accordance with the basis of preparation set out in note 2.

Use of report

This report is intended solely for the purpose of assisting the Society to satisfy the conditions stated in the Public Subscription Permit issued by SWD in connection with the Event and is not intended to be, and should not be, used for any other purpose.

We agree that a copy of this report may be provided to the Director of Social Welfare and may be published where the Society is required to do so under the conditions stated in the relevant Public Subscription Permit without further comment from us.

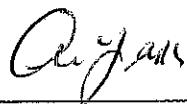
Fan, Chan & Co

Fan, Chan & Co.
Certified Public Accountants
Hong Kong, 29 July, 2013

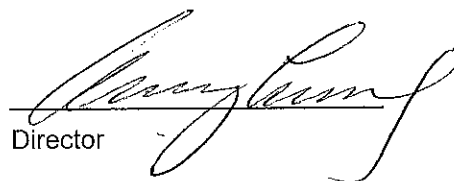
HEEP HONG SOCIETY
INCOME AND EXPENDITURE ACCOUNT
FOR THE FUND-RAISING ACTIVITY
HELD FROM 25 APRIL, 2013
TO 25 MAY, 2013
PUBLIC SUBSCRIPTION PERMIT NO.: 2013/114/1

	HK\$
INCOME	
Donation from donation boxes	<u>1,734.80</u>
EXPENDITURES	
Auditor's remuneration	<u>500.00</u>
Net income	<u>1,234.80</u>

The income and expenditure account was approved on behalf of the Executive Committee of Heep Hong Society on 29 July, 2013 by:



Chairman



Director

HEEP HONG SOCIETY
NOTES TO THE INCOME AND EXPENDITURE ACCOUNT
FOR THE FUND-RAISING ACTIVITY
HELD FROM 25 APRIL, 2013
TO 25 MAY, 2013
PUBLIC SUBSCRIPTION PERMIT NO.: 2013/114/1

1. General

The fund-raising activity is organised by Heep Hong Society (the "Society") for the purpose of raising funds for supporting the services for children with special needs and their families under the care of the Society. The activity was held on the indicated date, time and venue with the method of donation collection according to the table below which was approved by Social Welfare Department on 24 April, 2013 under Public Subscription Permit No.: 2013/114/1.

Date	Time	Venue	Method of collection
27/4/2013	13:00 –18:00	Tung Chung MTR Station	Set up donation boxes in stationed counter
3/5/2013	10:00 –18:00	Tai Wai MTR Station	
4/5/2013	13:00 –18:00	Admiralty MTR Station	
11/5/2013	13:00 –18:00	Chai Wan MTR Station	
25/5/2013	13:00 –18:00	Kwun Tong MTR Station	
4/5/2013	13:00 –19:00	Piazza, Sha Kok Estate, Sha Tin	
4/5/2013 and 25/5/2013	13:00 –22:00	Area A, G/F, Ma On Shan Centre, Sha Tin	
25/4/2013	10:00 - 20:00	Area N1, Podium, 3/F, Choi Yuen Plaza, (outside Choi Chu House), Sheung Shui	

2. Basis of preparation

The income and expenditure account has been prepared on the cash receipts basis. On this basis, income is recognised when received, and expenditures are charged against income when paid.