

Clubs - Forecast Standard Accounts

Overview

Club Name	[Club / Society Name]
Type of Entity	[Club / Society]
Period End	30-Jun-04

Standard templates

Pro-forma templates for use in the creation of forecast financial statements for a single [Club / Society].

The templates contain illustrative financial statements that will assist societies to meet their reporting requirements to the Department of Internal Affairs' Gaming Compliance Unit.

Assumptions

The assumptions used in the generation of these forecasts are to be determined by each society. It is suggested that societies use their budget figures as the basis for preparing the one year forecast.

Seek advice

The templates do not remove the need for judgement and consultation with your advisers when preparing your financial statements.

Forecast Statement of Financial Performance

For the year ended 30-Jun-04

	Variance Notes	Forecast 2005	Forecast 2004	Actual 2004
Operating Revenue				
Gaming Revenue				
Proceeds				
Interest on Gaming Machine Funds				
Gain on Sale of Assets				
Other Income				
Total Gaming Revenue				
Bar Revenue <i>(include sections for other key activities such as Bar Activities)</i>				
[]				
Other Income				
Total Bar Revenue				
Other Revenue				
[]				
Other Income				
Total Other Revenue				
Total Operating Revenue				
Operating Expenses				
Gaming Expenses				
Direct Gaming Costs				
Electricity				
Electronic Monitoring System Costs				
Gaming Machine Audit Fees				
Gaming Machine Duty				
Licence Fees (Class 4):				
Operator's Licence - New Licence (Category A applications)				
Operator's Licence - New Licence (Category B applications)				
Operator's Licence - Renewal of Licence (Category A applications)				
Operator's Licence - Renewal of Licence (Category B applications)				
Operator's Licence - Amendment of Licence				
Operator's Annual Fee - Category B applications only				
Venue Licence - New Licence (Category A applications)				
Venue Licence - New Licence (Category B applications)				
Venue Licence - Renewal of Licence (Category A applications)				
Venue Licence - Renewal of Licence (Category B applications)				
Venue Licence - Amendment of Licence				
Venue Annual Fee - Annual Fee per Gaming Machine				
Problem Gambling Levy				
Salaries and Wages - Direct				
Security Costs				
Service and Repair				
Storage				
Territorial Authority Consents				
Venue Costs:				
Labour Costs				
Electricity and Utilities				

Template for use by clubs

Please refer to the form 'Application to Renew Class 4 Operator/Venue Licence' for guidance notes on the line items.

Miscellaneous Machine Costs
Management Fees
Rent or Lease Payments
Insurance
Security Costs
Development and/or enhancements of the gaming venue
Maintenance of the gaming room
Provision of other services
Miscellaneous Venue Costs
Other Venue Costs

Total Direct Gaming Costs

Indirect Gaming Costs

Accounting fees
Advertising and Publishing
Audit Fees
Bad Debts
Bank Charges
Computer Costs
Conference Costs
Consultancy fees
Conversion Costs - Gambling Equipment
Depreciation - Gambling Equipment
Depreciation - Other
Entertainment
Finance Company Fees
Freight and Installation
Honoraria
Insurance
Interest on Loans - Bank
Interest on Loans - Finance Company
Legal fees
Loss on Sale of Assets
Manager's Costs
Membership Fees
Motor Vehicle Costs
Office Costs
Other Costs
Rent or Lease
Salaries and Wages - Indirect
Service Contractors
Service and Repair - Other
Subscriptions
Tax
Telecommunications Expenses
Training Costs
Travel and Accommodation
Trustees Costs (other than Honoraria)
Write Offs

Total Indirect Gaming Costs

Total Gaming Expenses

Bar Expenses	<i>(include sections for other key activities such as Bar Activities)</i>	
[]		
Other Expenses		
	Total Bar Expenses	
Other Expenses	<i>(include sections for other key activities such as Bar Activities)</i>	
[]		
Other Expenses		
	Total Other Expenses	
	Total Operating Expenses	
Undistributed Surplus (Deficit) prior to Distribution, comprising:		
Gaming Account		
Bar Account	<i>(include sections for other key activities such as Bar Activities)</i>	
Other		
Distributions		
Distributions made during the Financial Year		
Distributions made, then Returned to the Society		
	Total Distributions	
	Net Undistributed Surplus (Deficit) for the Year - Gaming	

Forecast Statement of Movements in Undistributed Funds (Equity)

For the year ended 30-Jun-04

	Variance Notes	Forecast 2005	Forecast 2004	Actual 2004
Undistributed Funds at the Beginning of the Year - Gaming <i>(include sections for other key activities such as Bar Activities)</i>				
Net Undistributed Surplus (Deficit) for the Year - Gaming <i>(include sections for other key activities such as Bar Activities)</i>				
Undistributed Funds at the End of the Year - Gaming <i>(include sections for other key activities such as Bar Activities)</i>				

Forecast Statement of Financial Position

As at 30-Jun-04

	Variance Notes	Forecast 2005	Forecast 2004	Actual 2004
Equity				
Undistributed Funds at the End of the Year - Gaming				
<i>(include sections for other key activities such as Bar Activities)</i>				
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Liabilities				
Current liabilities				
Bank Overdraft				
Current Portion - Term Loans				
Distributions Approved (but remaining to be paid)				
Employee Entitlements				
Gaming Duty Provision				
GST Payable				
Other Current Liabilities				
Payables and Accruals				
Tax Payable				
Unclaimed Prizes				
	Total Current Liabilities			
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Non-Current Liabilities				
Term Loans - Bank				
Term Loans - Finance Companies				
Term Loans - Hire Purchase				
Other Non-Current Liabilities				
	Total Non-Current Liabilities			
	Total Liabilities			
	Total Equity and Liabilities			
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Assets				
Current assets				
Accounts Receivable - General				
Accounts Receivable - Proceeds not Banked				
Cash at Bank - Gaming Machine Account				
GST Receivable				
Investments				
Petty Cash				
Prepayments				
Other Current Assets				
	Total Current Assets			
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Non-Current Assets				
Investments				
Property, Plant and Equipment				
Other Non-Current Assets				
	Total Non-Current Assets			
	Total Assets			
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Forecast Statement of Cash Flows

For the year ended 30-Jun-04

	Variance Notes	Forecast 2005	Forecast 2004	Actual 2004
Cash Flow from Operating Activities				
Gaming Machine Receipts				
Other Receipts				
Cash from Operating Activities				
Authorised Purpose Distributions				
Other Operating Payments				
Cash Applied to Operating Payments				
Net Cash from Operations				
Cash Flow from Investing Activities				
Sale of Non-Current Assets				
Other Investing Activities				
Cash from Investing Activities				
Purchase of Non-Current Assets				
Other Investing Activities				
Cash Applied to Investing Activities				
Net Cash from Investing				
Cash Flow from Financing Activities				
Cash from Financing				
Cash Applied to Financing				
Net Cash from Financing				
Net Increase (Decrease) in Cash				
Opening Cash Balance				
Closing Cash Balance				

Variance Explanations (where forecast results for 2004 or 2005 are 10% greater or less than actual results)

Assumptions