

HEEP HONG SOCIETY
REPORT AND ACCOUNTS
FOR THE FUND-RAISING EVENT
HELD FROM 17 APRIL, 2019 TO 25 MAY, 2019
PUBLIC SUBSCRIPTION PERMIT NO.: 2019/067/1

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

INDEPENDENT ASSURANCE REPORT
TO THE BOARD OF DIRECTORS OF HEEP HONG SOCIETY (“the Permittee”)

Public Subscription Permit No.: 2019/067/1

Pursuant to 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”), we have been requested to report on the attached income and expenditure account of the Permittee’s general charitable fund-raising activity held during the period from 17 April, 2019 to 25 May, 2019 (“the Event”).

Responsibilities of the Board of Directors

The directors 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 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.

Our Independence and Quality Control

We have complied with the independence and other ethical requirements of the *Code of Ethics for Professional Accountants* issued by the Hong Kong Institute of Certified Public Accountants (“HKICPA”), which is founded on fundamental principles of integrity, objectivity, professional competence and due care, confidentiality and professional behavior.

The firm applies Hong Kong Standard on Quality Control 1 and accordingly maintains a comprehensive system of quality control including documented policies and procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

Practitioner's Responsibilities

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

We conducted our engagement in accordance with Hong Kong Standard on Assurance Engagements 3000 (Revised), *Assurance Engagements Other Than Audits or Reviews of Historical Financial Information* and with reference to Practice Note 850 (Revised), “*Reporting on Flag days and General Charitable Fund-raising Activities Covered by Public Subscription Permits issued by the Social Welfare Department*” issued by the HKICPA. We have planned and performed our work to obtain limited assurance for giving our conclusion below.

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.

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. The procedures performed in a limited assurance engagement vary in nature and timing from, and are less in extent than for, a reasonable assurance engagement. Consequently, the level of assurance obtained in a limited assurance engagement is substantially lower than the assurance that would have been obtained had a reasonable assurance engagement been performed.

INDEPENDENT ASSURANCE REPORT
TO THE BOARD OF DIRECTORS OF HEEP HONG SOCIETY ("the Permittee")

Inherent Limitations

Due to the nature of cash receipts and expenses relating to the Event, it was not practicable for us to determine whether the income and expenditure account and the books and records of the Permittee 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 Permittee's books and records.

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 Permittee 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.

Intended Users and Purpose

This report is intended solely for the purpose of assisting the Permittee 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 without further comment from us.




Fan, Chan & Co.
Certified Public Accountants
Hong Kong, 17 July, 2019

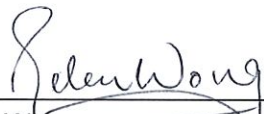
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	HK\$
<u>Income</u>	
Donation from donation boxes	<u>7,444.90</u>
<u>Expenditure</u>	
Less:	
Auditor's remuneration	500.00
Printing charge	<u>320.00</u>
	<u>820.00</u>
Net income	<u><u>6,624.90</u></u>

The income and expenditure account was approved on behalf of the Board of Directors of Heep Hong Society on 17 July, 2019 by:



Eleanor Chan
Chairman



Helen Wong
Director

HEEP HONG SOCIETY
NOTES TO THE INCOME AND EXPENDITURE ACCOUNT
FOR THE FUND-RAISING EVENT

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1. General

The fund-raising activity is organised by Heep Hong Society (“the Permittee”) for the purpose of raising funds for supporting services for children and youth with special needs and their families. 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 16 April, 2019 under Public Subscription Permit No.: 2019/067/1.

Date	Time	Venue
17/4/2019	10:00 – 18:00	Entrance of Heep Hong Society, G/F., Chak Tsui House and inside Wan Tsui Estate, Chai Wan
4/5/2019	13:00 – 16:00	Chai Wan MTR Station
4/5/2019	13:00 – 19:00	Crystal Palace, UG/F, Island Resort Mall, Siu Sai Wan
5/5/2019	10:00 – 16:00	Tai Koo MTR Station
3/5/2019	10:00 – 20:00	Open area outside Fu Cheong Shopping Centre, Sham Shui Po
4/5/2019	13:00 – 18:00	Shopping Spine, Domain 2, Yau Tong
18/5/2019	13:00 – 16:00	Lai Chi Kok MTR Station
18/5/2019	13:00 – 19:00	1/F (Next to Watami Restaurant), Olympian City 1, Tai Kok Tsui
25/5/2019	13:00 – 16:00	Kowloon Bay MTR Station
25/5/2019	13:00 – 20:00	Outside Wan Tin House, Pak Tin Estate, near open area B in park, Shek Kip Mei
10/5/2019	10:00 – 16:00	Tai Wai MTR Station
11/5/2019	13:00 – 19:00	Area A, 1/F, Regentville Shopping Mall, Fanling
11/5/2019	13:00 – 19:00	Area B, G/F at The Waterside Shopping Mall, Ma On Shan
11/5/2019	13:00 – 19:00	Exhibition area on Ground Floor, V City, Tuen Mun
16/5/2019	09:00 – 19:00	Memorial Arch at the entrance of Shui Pin Wai Estate (Near Woo Shui House), Yuen Long
17/5/2019	10:00 – 16:00	Tsuen Wan MTR Station
24/5/2019	09:00 – 18:00	G/F of lobby at Panda Place, Tsuen Wan
25/5/2019	13:00 – 20:00	Open area near to Green Heron House, Sha Kok Estate, Sha Tin

The method of collection of the above events is: set up donation boxes in stationed counter

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2. Basis of preparation

The significant accounting policies are set out below:

Revenue recognition

Donation from donation boxes is recognised on a cash receipt basis.

Expenditure recognition

The expenditure incurred for this event during the period from 17 April, 2019 to 25 May, 2019 are recognised on accrual basis.

3. Donations credited to the bank

	HK\$
Excess of income over expenditure	6,624.90
Add: accrued expenditure not yet paid as at 28 May, 2019	<u>820.00</u>
Net balance of donations deposited into Permittee's bank account by 28 May, 2019	<u>7,444.90</u>