



**Ahead For Business**

Chartered Accountants and Business Advisors

24<sup>th</sup> October, 2011

To The Members of the Friends of Open Document Inc.

**Examination of Accounts in respect of year ending 30<sup>th</sup> June, 2011**

In accordance with the ***Associations Incorporated 1981 Act (as amended)*** , Friends of Open Document Inc. is a level 2 entity.

I have sighted the association's financial records and the financial records show that the association has bookkeeping processes in place to adequately record the association's income and expenditure and dealings with its assets and liabilities.

  
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Registered Company Auditor 9921

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ACN 007 235 403  
ABN 84 007 235 403

**Friends of OpenDocument Inc**  
Statement by Members of the Committee  
For the year ended 30 June 2011

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The committee has determined that the association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting outlined in Note 1 to the financial statements.

In the opinion of the Committee the Income and Expenditure Statement, Statement of Financial Position, and Notes to the Financial Statements:

1. Presents fairly the financial position of Friends of OpenDocument Inc. as at 30 June 2010 and its performance for the year ended on that date.
2. At the date of this statement, there are reasonable grounds to believe that the association will be able to pay its debts as and when they fall due.

This statement is made in accordance with a resolution of the Committee and is signed for and on behalf of the Committee by:

/s/ Eric Lindsay

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President

/s/ Jean Hollis Weber

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Treasurer

**Friends of OpenDocument Inc**  
Notes to the Financial Statements  
For the year ended 30 June 2011

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**Note: Statement of Significant Accounting Policies**

This financial report is a special purpose financial report prepared in order to satisfy the financial reporting requirements of the Associations Incorporation Act. The committee has determined that the association is not a reporting entity.

The report has been prepared in accordance with the requirements of the Associations Incorporation Act and the following Australian Accounting Standards:

AASB 1031:           Materiality

AASB 110:           Events after the Balance Sheet Date

No other Australian Accounting Standards, Urgent Issues, Group Interpretations or other authoritative pronouncements of the Australian Accounting Standards Board have been applied.

The financial report has been prepared on an accruals basis and is based on historic costs and does not take into account changing money values, or except where specifically stated, current valuations of non-current assets.

The following specific accounting policies, which are consistent with the previous period unless otherwise stated, have been adopted in the preparation of this financial report: Nil.

**Friends of OpenDocument Inc**  
**Detailed Balance Sheet As At 30 June 2011**

	<b>2011</b>	<b>2010</b>
	<b>\$</b>	<b>\$</b>
<hr/>		
<b>Current Assets</b>		
<b>Cash Assets</b>		
Cash At Bank	16,165.49	17,010.24
Paypal Account	720.64	4,817.15
<b>Total Current Assets</b>	<b>16,886.13</b>	<b>21,827.39</b>
<b>Total Assets</b>	<b>16,886.13</b>	<b>21,827.39</b>
<b>Current Liabilities</b>		
<b>Provisions</b>		
ODF Toolkit Project	1,469.69	1,469.69
Other Targetted Projects	4,149.60	9,149.60
Sundry Provisions	500.00	500.00
<b>Total Current Liabilities</b>	<b>6,119.29</b>	<b>11,119.29</b>
<b>Total Liabilities</b>	<b>6,119.29</b>	<b>11,119.29</b>
<b>Net Assets</b>	<b>10,766.84</b>	<b>10,708.10</b>
<b>Members' Funds</b>		
<b>Issued Capital</b>		
Members' Account	—	—
Accumulated Surplus (Deficit)	16,886.13	21,827.39
<b>Total Members' Funds</b>	<b>\$ 10,766.84</b>	<b>\$ 10,708.10</b>

**Friends of OpenDocument Inc**  
**Income and Expenditure Statement**  
**For the Year ended 30 June 2011**

	<b>2011</b>	<b>2010</b>
	\$	\$
<b>Income</b>		
Sales Books (ODEssentials)	7.02	34.61
Sales Books (ODFAuthors English)	1,593.96	2,445.27
Sales Books (German ODFAuthors)	4.55	26.45
Sales Books (Jean Weber)	208.44	304.59
Sales Books (LibreOffice Docs)	95.04	—
Miscellaneous Receipts	199.66	343.97
Donations ODF	153.17	—
Donations Other	—	15.32
<b>Total Income</b>	<b>2,261.84</b>	<b>3,170.21</b>
<b>Expenses</b>		
OpenDocument Fellowship	4,950.00	60.00
ODFAuthors (English) Expenses	1,431.47	287.13
LibreOffice Docs Expenses	166.97	—
Other Expenses	—	198.80
<b>Total Expenses</b>	<b>6,548.44</b>	<b>545.93</b>
<b>Total Income – Expenses</b>	<b>(4,286.60)</b>	<b>2,624.28</b>
<b>Adjustments</b>		
Currency exchange rate adjustments (1)	(654.66)	44.26
<b>Total Adjustments</b>	<b>(654.66)</b>	<b>44.26</b>
<b>Surplus (deficit)</b>	<b>(4,941.26)</b>	<b>2,668.54</b>
Opening retained funds	<b>21,827.39</b>	<b>19,158.85</b>
Surplus (deficit)	(4,941.26)	2,668.54
<b>Closing retained funds</b>	<b>\$ 16,886.13</b>	<b>\$ 21,827.39</b>

(1) Transactions in USD were recorded using the currency exchange rate at the time, but the end-of-year reconciliation uses the exchange rate effective on 30 June of each year: 0.94 on 30 June 2011 vs 1.17 on 30 June 2011.