

FORM 13  
TRADE UNIONS ORDINANCE (CAP. 332)  
Section 36(1)  
STATEMENT OF ACCOUNT  
(A) GENERAL FUND  
Financial year ended 31 August 2012

**IMPORTANT NOTICE**

This document is in DRAFT form and INCOMPLETE. It is subject to review and change and therefore its contents cannot be relied upon as being accurate.

Name of Trade Union : Teachers' Association of the Chinese University of Hong Kong ..... Registration No. TV 707.....

RECEIPTS	\$	¢	PAYMENTS	\$	¢
<b>Members' contributions :-</b>			<b>Operating expenses :-</b>		
Entrance fees (\$ _____ per member)			Rent and rates		
Membership certificates (\$ _____ per member)			Electricity, gas, water & other fuel charges		
<del>NEW</del> yearly subscriptions:			Stationery, printing, postage	2,159	00
• 428 ordinary members x \$ 60	25,680	00	Telephone	450	00
• _____ retired members x \$ _____			Repairs		
• _____ life members x \$ _____			Advertising		
Others [please specify]			Allowance to committee members		
			Salaries to paid staff	7,100	00
			Auditor's fees		
			Travelling expenses		
			Legal expenses		
			Conference and meeting expenses	7,050	00
			Expenses incurred on negotiations, trade		
<b>Other receipts from members :-</b>			disputes and on strikes		
Loans			Other operating expenses [please specify]		
Donations			Sundry expenses	617	00
Social Functions					
			<b>Allocations to Welfare Fund</b>		
<b>Other receipts from trade unions and labour organizations :-</b>			<b>Payments to trade unions and labour organizations :-</b>		
[please specify the name(s) of organization(s)]			[please specify the name(s) of organization(s)]		
Affiliation fees			Affiliation fees (Federation of HK	1,500	00
			Higher Education Staff		
Loans			Loans Association		
Donations			Donations		
			<b>Payments made to organizations in respect of sums collected on their behalf :-</b>		
			[please specify the name(s) of organization(s)]		
<b>Sums collected on behalf of other organizations :-</b>			<b>Legislative Council and District Councils Elections expenses :-</b>		
[please specify the name(s) of organization(s)]			[please specify]		
<b>Other receipts :-</b>			<b>Other payments :-</b>		
Investments			Taxation		
Bank interest	97	14	Bank interest and charges		
Rentals			Advances or loans		
Others [please specify]			Social functions		
			Others [please specify]		
<b>Total Receipts</b>	25,777	14	<b>Total Payments</b>	18,876	00
<b>Balance brought forward</b>	212,269	83	<b>Balance carried down</b>	219,170	97
<b>Total: \$</b>	238,046	97	<b>Total: \$</b>	238,046	97

FORM 13  
TRADE UNIONS ORDINANCE (CAP. 332)  
Section 36(1)  
STATEMENT OF ACCOUNT  
(C) STATEMENT OF ASSETS AND LIABILITIES  
As at ..... 31 August 2012.....

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LIABILITIES	\$	¢	ASSETS	\$	¢
General Fund balance	219,170	97	Cash and bank balance :-		
Welfare Fund balance			Cash in hand           \$	62	60
Balance(s) of funds of undertakings [please specify]			Cash at bank(s)	219,108	37
			Sundry debtors :-		
			(a) members		
			(b) others		
Sundry creditors :-			Loans receivable :-		
(a) members			(a) members		
(b) others			(b) others		
Loans payable :-					
(a) members			Deposits [please specify]		
(b) others			Investments (at cost)		
			Furniture and fixtures		
Deposits [please specify]			b/f		
			Deducted: depreciation		
			Added: new purchase		
Other liabilities [please specify]			Property (at cost)		
			Other assets [please specify]		
Balance being net worth of the union					
Total : \$	219,170	97	Total : \$	219,170	97

We ..... Wong Chong Kim & Kwong Kok Shi....., Chairman/~~Wong Chong Kim~~<sup>①</sup> and Treasurer of the Teachers' Association  
..... of the Chinese University of Hong Kong..... hereby declare that the whole set of Statement of Account is  
properly drawn up and is in agreement with the registered rules, the books of account and the records of the above union<sup>②</sup>.

Signature of Chairman/~~Wong Chong Kim~~<sup>①</sup> ..... Date .....

Signature of Treasurer ..... Date .....

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**AUDITOR'S REPORT**

We have examined the above Statement of Account with the books and accounts of  
the ..... Teachers' Association of the Chinese University of Hong Kong.....  
and have obtained all the information and explanation  We have required.

In  our opinion, the above Statement of Account is properly drawn up so as to exhibit a true and correct state of affairs of  
the ..... Teachers' Association of the Chinese University of Hong Kong.....  
for the financial year ended ..... 31 August 2012.....<sup>③</sup> according to the best of  our information and the explanations given to  us, and  
as shown by the books of the said union.

Date:  
Approved by

Dated .....

- ① Please delete whichever is inappropriate.
- ② Provision of false information is an offence under Section 58 of the Trade Unions Ordinance.
- ③ Subject to any qualifications or special report.

..... Auditor(s).....  
R.T.U. 22F(s)