

**Entity Name**  
**Performance Report**  
For the year ended:

**Contents**

	Page
<b>Non-Financial Information:</b>	
Entity Information	1
Statement of Service Performance	5
<b>Financial Information:</b>	
Statement of Receipts and Payments	7
Notes to the Performance Report	9
<b>Auditor's Report</b>	

**Entity Name:**

**Entity Information**

"Who are we?", "Why do we exist?"

For the year ended:

Legal Name of Entity:\*

Other Name of Entity (if any):

Type of Entity and Legal Basis (if any):\*

Registration Number:

Entity's Purpose or Mission: \*

Entity Structure: \*



Main Sources of the Entity's Cash and Resources: \*

Entity's Reliance on Volunteers and Donated Goods or Services: \*

Additional Information\*

General Description of the Entity's Outputs\* (If no Statement of Service Performance prepared)

**Contact details**

Physical Address	
Postal Address	
Phone/Fax	
Email/Website	
	
	

**Entity Name: Statement of  
Service Performance "What did we  
do?"  
For the year ended:**

Description of the Entity's Outcomes:

	Actual*	Budget	Actual*
Description and Quantification (to the extent practicable) of the Entity's Outputs:*	This Year	This Year	Last Year


Additional Output Measures:

Additional Information:

**Entity Name:**

**Statement of Receipts and Payments**

"How was it funded?" and "What did it cost?"

For the year ended:

	Notes	Actual* This Year \$	Budget This Year \$	Actual* Last Year \$
<b>Operating Receipts</b>				
Funding from central or local government*				
Receipts from non-governmental sources for providing goods or services*				
Donations and other similar receipts*				
Interest, dividends and other investment income receipts*				
Other operating receipts				
<b>Total Operating Receipts</b>				
<b>Operating Payments</b>				
Employee related payments*				
Payments related to providing goods or services*				
Grants paid*				
Other operating payments				
<b>Total Operating Payments*</b>				
<b>Operating Surplus or (Deficit)*</b>				
<b>Capital Receipts*</b>				
Receipts from the sale of resources*				
Receipts from borrowings*				
<b>Capital Payments*</b>				
Purchase of resources*				
Repayments of borrowings*				
<b>Increase(Decrease) in Bank Accounts and Cash*</b>				



	Notes	Actual* This Year \$	Budget This Year \$	Actual* Last Year \$
<b>Increase(Decrease) in Bank Accounts and Cash*</b>				
Bank accounts and cash at the beginning of the financial year*				
<b>Bank Accounts and Cash at the End of the Financial Year*</b>				
<b>Represented by:*</b>				
Cheque account(s)				
Savings account(s)				
Term Deposit account(s)				
Cash Floats				
Petty Cash				
<b>Total Bank Accounts and Cash at the End of the Financial Year*</b>				

This performance report has been approved by the \_\_\_\_\_,  
for and on behalf of \_\_\_\_\_:

Date \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Name \_\_\_\_\_

Name \_\_\_\_\_

Position \_\_\_\_\_

Position \_\_\_\_\_

**Entity Name:**  
**Notes to the Performance Report**  
**For the year ended:**

**Note 1: Accounting Policies "How did we do our accounting"**

**Basis of Preparation\***

The entity is permitted by law to apply PBE SFR-C (PS) *Public Benefit Entity Simple Format Reporting - Cash (Public Sector)* and has elected to do so. All transactions are reported in the Statement of Receipts and Payments and related Notes to the Performance Report on a cash basis.

**Goods and Services Tax (GST)\***

The entity is registered for GST. Therefore amounts recorded in the Performance Report are exclusive of GST (if any).

*OR (Delete one not applicable to the entity)*

**Goods and Services Tax (GST)\***

The entity is not registered for GST. Therefore amounts recorded in the Performance Report are inclusive of GST (if any).

**Note 2 : Analysis of Receipts "How was it funded?"**

Receipt Item	Analysis	This Year \$	Last Year \$
Funding from central or local government			
	<b>Total</b>		

Receipt Item	Analysis	This Year \$	Last Year \$
Receipts from non-governmental sources for providing goods or services			
	<b>Total</b>		

<b>Receipt Item</b>	<b>Analysis</b>	<b>This Year</b> \$	<b>Last Year</b> \$
Donations and other similar receipts			
<b>Total</b>			

<b>Receipt Item</b>	<b>Analysis</b>	<b>This Year</b> \$	<b>Last Year</b> \$
Interest, dividends and other investment income receipts			
<b>Total</b>			

<b>Receipt Item</b>	<b>Analysis</b>	<b>This Year</b> \$	<b>Last Year</b> \$
Other operating receipts			
<b>Total</b>			

<b>Receipt Item</b>	<b>Analysis</b>	<b>This Year</b> \$	<b>Last Year</b> \$
Capital receipts			
<b>Total</b>			

Note 3 : Analysis of Payments "What did it cost?"

Payment Item	Analysis	This Year \$	Last Year \$
Employee related payments			
<b>Total</b>			

Payment Item	Analysis	This Year \$	Last Year \$
Payments related to providing goods or services			
<b>Total</b>			

Payment Item	Analysis	This Year \$	Last Year \$
Grants paid			
<b>Total</b>			

Payment Item	Analysis	This Year \$	Last Year \$
Other operating payments			
<b>Total</b>			

		This Year	Last Year
Payment Item	Analysis	\$	\$
Capital payments			
	<b>Total</b>		

**Notes 4-10**

<b>Note 4: Significant Resources and Commitments*</b>	
Description*	Amount*

<b>Note 5: Unused Grants or Donations with Conditions*</b>		
Description*	Original Amt*	Unused Amt*

<b>Note 6: Resources Used as Security*</b>	
Description*	Amount*

<b>Note 7: Correction of Errors*</b>

<b>Note 8: Related Party Transactions*</b>		This Year	Last Year
		\$	\$
Description of Related Party Relationship*	Description of the Transaction (whether in cash or amount in kind)*	Value of Transactions*	Value of Transactions*

*OR (Delete one not applicable to the entity)*

**Note 8: Related Party Transactions:**  
 There were no transactions involving related parties during the financial year. (Last Year - Nil)

**Note 9: Events After the Balance Date\***

Nature of the Event*	Estimated Amount*	How, if at all, the event is likely to affect the continuing viability of the entity*

**OR (Delete one not applicable to the entity)**

**Events After the Balance Date:**

There were no events that have occurred after the balance date that would have a material impact on the Performance Report. (Last Year Nil)

**Additional Information**