

## MFR Report

**TO: Queensland Building and Construction Commission (QBCC)**

**RE:** \_\_\_\_\_ (QBCC Licence number)

I, .....(name) Of.....(address or firm name)

being an Accepted Independent Accountant by virtue of.....(professional qualification)

and being a holder of a public practising certificate state the following regarding the financial information of.....  
.....(name of Client) ('the Client') for the period ended.....(date).

This MFR Report has been prepared for distribution to the Client and the QBCC, for the purpose of reporting on whether the Client meets the Minimum Financial Requirements for Licensing. I acknowledge the QBCC relies on this report to determine the Client's eligibility for a licence and that I may be required to provide evidence of the tests and checks conducted in the preparation of this report to the QBCC. I disclaim any assumption for any reliance on this report or on the financial information to which it relates to any person other than the Client and the QBCC or for any purpose other than that for which it was prepared.

(Tick box if appropriate)

### Review Engagements

I have conducted a review of the Client's financial information.

My review has been conducted in accordance with Australian Accounting and Auditing Standards applicable to review engagements. I have not performed an audit and accordingly, I do not express an audit opinion.

I confirm the tests or checks I have conducted, and the evidence sighted, comply with those set out in the Minimum Financial Requirements and that I have applied the Minimum Financial Requirements Policy and all relevant Australian Accounting Standards and significant accounting policies to the financial information presented below.

Based on my review of the Client's financial Information, which is NOT an audit, and the application of the Minimum Financial Requirements and all relevant Australian Accounting Standards and significant accounting policies I provide the financial information below for the Client as at and for the period ended as stated above.

(Tick box if appropriate)

### Audit Engagements

I have conducted an independent audit of the Client's financial information in order to express an opinion on it to the Client and the QBCC.

The audit has been conducted in accordance with Australian Auditing Standards. The procedures for the audit included examination, on a test basis of evidence supporting the information included in the Client's financial information. These procedures have been undertaken to form an opinion whether, in all material respects, the financial information is presented fairly in accordance with Australian Accounting Standards and other mandatory professional reporting requirements. The Minimum Financial Requirements of the QBCC have then been applied to the financial statements in order to present the financial information below.

The audit opinion expressed in this report has been formed on the above basis.

**In determining the Financial Information of the Client, I verify I have NOT included any Related Entity Loans or Investment Assets in the Financial Information stated below unless otherwise stated**

(Tick box if appropriate)

I HAVE included Related Entity Loan and/or Investment asset amounts in the Financial Information stated below and I have independently verified such assets are collectible by the client in accordance with the Minimum Financial Requirements policy.

**Financial Information of the Client:**

|  |    |
|--|----|
| Assets:  | \$ |
| Current Assets:  | \$ |
| Intangible Assets:   | \$ |
| Disallowed Assets:   | \$ |
| Liabilities:   | \$ |
| Current Liabilities:   | \$ |
| Revenue:   | \$ |
| NTA (at least):  | \$ |
| Current Ratio: (please state as a ratio)                                 | :  |
| Total of Related Entity Loan or Investment Asset amounts included in NTA | \$ |

**Deed of Assurance provided to Client** (if applicable):

| Full and Correct Name(s) of each Covenantor | Amount Assured 'Defined Amount' | Relationship to Client | Original Deed Previously Provided (Yes/No) |
|---|---------------------------------|------------------------|--|
|   |                                 |                        |  |
|   |                                 |                        |  |
|   |                                 |                        |  |

Pick one of the following:

The Client **meets** the Minimum Financial Requirements. Nothing has come to my attention that causes me to believe that the Client does not meet the Minimum Financial Requirements as at and for the period end date as stated above. Based on the Client's NTA, the Maximum Revenue the client may earn per financial year is \$.....

or

The Client **does not meet** the Minimum Financial Requirements for the following reasons:.....  
 .....

I CERTIFY THAT this MFR Report has not been altered from the MFR Report attached to the Minimum Financial Requirements policy other than by the completion of information in the spaces provided.

In order for me to make the above statement, attached to this MFR Report are the financial statements for the Client as at and for the period end date as stated above which are the financial statements the report is based on. Where Deeds of Assurance have been relied upon, I have attached a verified Statement of Financial Position for each Covenantor.

\_\_\_\_\_  
(Name of Accepted Independent Accountant)

\_\_\_\_\_  
(Signature of Accepted Independent Accountant)

\_\_\_\_\_  
(Address and Telephone Number)

\_\_\_\_\_  
(Date)

### Client declaration regarding MFR Report

I/we have viewed the financial information presented in this report including the Maximum Revenue I/the company may earn per financial year. I/we acknowledge the information contained in this report will be relied upon by the QBCC in determining my/the company's eligibility for a licence.

I/we are responsible for the information given to the Accepted Independent Accountant in order to prepare this report and we are of the opinion it represents a true and fair view of my/the company's financial position. I/we are aware it is an offence to give the QBCC false or misleading information regarding my/the company's financial position.

\_\_\_\_\_  
Client/Director Signature

\_\_\_\_\_  
Client/Director Name (& Position if a Company)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Client/Director Signature

\_\_\_\_\_  
Client/Director Name (& Position if a Company)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Client/Director Signature

\_\_\_\_\_  
Client/Director Name (& Position if a Company)

\_\_\_\_\_  
Date

#### PRIVACY NOTICE

QBCC is collecting the information on this form to ascertain whether your client satisfies the financial requirements of the Queensland Building and Construction Board for a contractor's licence under the *Queensland Building and Construction Commission Act 1991*. The information you have provided may be disclosed by QBCC to another party with your client's consent or as authorised or required by law. In addition, QBCC may provide all or some of this information to a financial specialist engaged by QBCC to provide expert advice as to financial matters relevant to your client's ability to satisfy the Minimum Financial Requirements policy. For further information visit the QBCC website at [www.qbcc.qld.gov.au](http://www.qbcc.qld.gov.au).