

NANA

Tuesday 10 April 2018

Board Meeting

12.30PM to 5:00PM

Meeting Room, Level 5, 63-79 Parramatta Road, Silverwater

Lunch and Refreshments will be provided

## Agenda

1. Attendance
2. Apologies
3. Pecuniary Interests – register to be updated
4. Minutes
  - i. Minutes of the meeting held on 13 February 2018
  - ii. Matters arising
5. Other Associations
  - i. ANF/ALNA
  - ii. VANA  
Including negotiations on joint “national” organisation and memorandum of understanding
6. Newspack Insurance
  - i.
    - Portfolio activities and issues
    - South Australia
7. Finances
  - i. Balance Sheet and notes at 28 February 2018 and 31 March 2018
  - ii. P+L at 31 December 2017 and 31 January 2018 – accrual and cash
  - lii. Aged Debtors at 31 December 2017 and 28 February 2018 and 31 March 2018
  - iv. Aged Creditors at 28 February 2018 and 31 March 2018
  - v. Variations to 2017/2018 Budget
  - vi. Payments \$1,000+ in February 2018 and March 2018
  - vii. Financial Status - Overview
  - viii. Membership Invoicing – 2017/2018
  - ix. Going Concern Statement
  - x. Report and Recommendations from Finance and Risk Committee
    - External Reporting and Regulatory Compliance Schedule
    - Handling possible financial “problems” and suspect behaviour
    - Report on Corporate Card Hack
    - Voluntary Workers Personal Accident insurance
  - xi. 2018/2019 Budget

8. Tax
  - i. Status Report
9. Lotteries
  - i. Synthetics and Tatts Group monopoly
  - iii. Fair Work obligations – over reach – Reference to Fair Work Ombudsman
  - iii. Possible breach of “freedom of association” under Fair Work Act – reference to Fair Work Ombudsman
  - iv. Lease and proportion of business – intrusion into management of business
  - v. Moratorium
10. Magazines – Update
11. Newspapers – Update
  - i. News Corp secondary Distribution
12. Planning – Update
13. Legal Matters – Nil
14. CEO Report
  - i. (a) Membership – Status Report  
(b) New Members for Admission  
(c) Complaints Register  
(d) Staffing – Recruitment
  - ii. Membership Benefits
    - Progress
    - Consideration of Lotteries Insurance as a Membership Benefit
    - Printers and copiers
    - Counterfeit bank note scanners
    - Western Union
    - BPAY
    - IPP
  - iii. Electronic Communication – web site, social media, newsletters
  - iv. Documentation – recent updates
  - v. GNS levy balances – campaign
15. President’s Report
  - i. Executive Committee
  - ii. Director Education and Training
  - iii. Other
16. General Business
17. Close
  - i. Next Meeting – 12 June 2018

**The Newsagents Association of NSW and ACT Ltd  
Record of Resolutions from the Board Meeting on 10 April 2018**

Resolution #	Agenda Reference	Topic	Proposed Resolution	Moved by	Seconded by	Result
1.	4. i.	Minutes	That the minutes of the meeting conducted on 13 February be accepted as a true record.			
2.	7. i. to v. and vii. and viii.	Finance Reports	That the finance reports including balance sheets and notes, profit and loss statements and aged debtors and creditors reports, all for the periods to 28 February 2018 and 31 March 2018 be accepted.			
3.	7. vi.	Payments \$1,000+	That the payments of \$1,000+ for the periods ended 28 February 2018 and 31 March 2018 be approved.			
4.	7. ix.	Going Concern Statement	That, having reviewed the available financial reports and updates, in the directors' opinion there are reasonable grounds to believe the Company will be able to pay its debts as and when they become due and payable.			

5.	7. x.	Report from Finance, Audit and Risk Committee	That the report from the Finance, Audit and Risk Committee be received.			
6.	7. x.	Recommendation from Finance, Audit and Risk Committee	That the Association accept the quotation from Bolderstons Insurance Broking for Voluntary Workers Personal Accident insurance be accepted.			
7.	7.	Finance Report	That the Finance report be accepted.			
8.	8. i.	Tax Matters	That the Taxation Status Reports for the period up to 28 February 2018 and 31 March 2018 be accepted.			
9.	14. i. (b)	Admission of Members	That the applications for membership listed in Appendix A to the agenda be accepted.			

# Appendix A

## Schedule of Membership Applications Recommended for Admission

10 April 2018



**Newsagents  
Association**  
of NSW & ACT Limited

Member No	14460	ID/Status	M
Region		Type	N
Lottery No	1404460	Source	Word of Mouth
Company	Nextra Bateau Bay	Legal Name	GC & KE Gribble (Partnership t/as)
Contact	Kyle Gribble	ABN	52 691 918 987
Salutation	Kyle	Phone BH	0491 012 807
Address	Shop 53 - 59	Phone AH	
	Bateau Bay Square	Mobile	0491 012 807
City	BATEAU BAY NSW 2261	Fax	
E-mail	<a href="mailto:kylegribble@hotmail.com">kylegribble@hotmail.com</a>		
E-mail 2			

10 April 2018

Member No	12139	ID/Status	M
Region	M0060	Type	N
Lottery No	2139	Source	
Company	Bathurst Street Newsagency	Legal Name	Perry Eves (Sole Trader)
Contact	Perry Eves & Hong Nguyen	ABN	22623415501
Salutation	Perry	Phone BH	(02) 9631 6573
Address	Shop 2, 41 Bathurst St	Phone AH	
		Mobile	(04) 0082 0401Perry
City	GREYSTANES NSW 2145	Fax	(02) 9631 3573
E-mail	<a href="mailto:nguyen.career@gmail.com">nguyen.career@gmail.com</a>		
E-mail 2			

13 March 2018





# Newsagents Association of NSW & ACT Ltd

PO Box 1345  
AUBURN NSW 1835

## Balance Sheet

As of February 2018

8/04/201  
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Assets		
Commonwealth Bank Account	\$70,623	
Software & Website	\$8,000	
Acc Depre - Software & Website	-\$933	
Newspower Australia Share	\$1	
Insurance Portfolio	\$740,000	
Trade Debtors	\$54,787	
Bond/Deposits	\$18,436	
Prepaid - Insurance PI & BP	\$800	
Total Assets		\$891,713
Liabilities		
Trade Creditors	\$1,038	
GST Liabilities		
GST Payable (charged out)	-\$3,812	
Input Tax Credit Paid	\$5,081	
Total GST Liabilities		\$1,269
PAYG Payable	\$2,952	
Prov'n for Long Service Leave	\$2,655	
Leave Provision	\$4,500	
Total Liabilities		\$12,414
Net Assets		\$879,299
Equity		
Asset Revaluation Reserve	\$93,487	
Capital Profits Reserve	\$41,885	
Opening Balance	\$442,040	
Retained Earnings	\$143,040	
Current Earnings	\$129,639	
Historical Balancing Account	\$29,209	
Total Equity		\$879,299



# Newsagents Association of NSW & ACT Ltd

PO Box 1345  
AUBURN NSW 1835

## Balance Sheet

As of March 2018

8/04/2018  
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Assets		
Commonwealth Bank Account	\$70,069	
Office Equipment - At Cost	\$745	
Software & Website	\$8,000	
Acc Depre - Software & Website	-\$933	
Newspower Australia Share	\$1	
Insurance Portfolio	\$740,000	
Trade Debtors	\$35,037	
Bond/Deposits	\$18,436	
Prepaid - Insurance PI & BP	\$400	
Total Assets		\$871,754
Liabilities		
Trade Creditors	\$2,613	
GST Liabilities		
GST Payable (charged out)	-\$3,103	
Input Tax Credit Paid	\$3,751	
Total GST Liabilities		\$648
PAYG Payable	\$4,428	
Prov'n for Long Service Leave	\$2,655	
Leave Provision	\$4,500	
Total Liabilities		\$14,844
Net Assets		\$856,910
Equity		
Asset Revaluation Reserve	\$93,487	
Capital Profits Reserve	\$41,885	
Opening Balance	\$442,040	
Retained Earnings	\$143,040	
Current Earnings	\$107,250	
Historical Balancing Account	\$29,209	
Total Equity		\$856,910

# Newsagents Association of NSW & ACT Ltd

PO Box 1345  
AUBURN NSW 1835

## Profit & Loss Statement

July 2017 through February 2018

8/04/201  
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Income	
Membership Fees	\$139,063
Newspack Insurance Broking	\$126,011
Other Income	\$33,746
Total Income	<u>\$298,819</u>
Direct Costs	
Gross Profit	<u>\$298,819</u>
Expenses	
Advertising & Promotion	\$822
Auditors Fees	\$7,000
Bad Debts	\$1,399
Bank Charges	\$551
Merchant Fees	\$175
Computer Expenses	\$156
Computer Software	\$2,992
Email Account Fees	\$364
Director Expense Reimbursement	\$8,077
Director Other Reimbursement	\$700
Discounts to Members	\$2,438
Electricity & Gas	\$750
Filing Fees & Govt Charges	\$724
Business Pack Insurance	\$1,472
Assoc Liability + PI Insure	\$1,730
Internet Services	\$45
Meetings Expenses - General	\$387
Meeting Expenses - Board	\$763
Parking	\$60
Travel & Accommodation - Staff	\$445
Office Expenses	\$12,264
Postage & Freight	\$139
Printing & Stationery	\$326
Rent & Outgoings	\$30,862
Recruitment Expenses	\$275
Repairs & Maintenance	\$77
Storage expense	\$1,198
Subscriptions	\$1,098
Comms - Phone & Data - Office	\$2,495
Comms - Mobile Phone & Data	\$528
Comms - Text Service	\$325
Comms - Fax Service	\$100
Wages	\$85,000
Superannuation	\$10,917
Leave Expense	-\$9,823
Workers Compensation	\$851
ATO Fees and Charges NEI	\$1,499
Total Expenses	<u>\$169,180</u>
Operating Profit	<u>\$129,639</u>
Other Income	
Other Expenses	
Net Profit/(Loss)	<u>\$129,639</u>

# Newsagents Association of NSW & ACT Ltd

PO Box 1345  
AUBURN NSW 1835

## Profit & Loss Statement

March 2018

8/04/201  
11:00:27 AM

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Income		
Membership Fees	-313	
Newspack Insurance Broking	7,404	
Total Income		<u>7,092</u>
Direct Costs		
Gross Profit		<u>7,092</u>
Expenses		
Auditors Fees	7,000	
Bank Charges	56	
Merchant Fees	10	
Computer Expenses	252	
Electricity & Gas	370	
Business Pack Insurance	184	
Assoc Liability + PI Insure	216	
Meetings Expenses - General	15	
Parking	26	
Travel & Accommodation - Staff	531	
Postage & Freight	174	
Rent & Outgoings	3,787	
Training & Development - Staff	30	
Comms - Phone & Data - Office	255	
Comms - Mobile Phone & Data	149	
Wages	15,000	
Superannuation	1,425	
Total Expenses		<u>29,481</u>
Operating Profit		<u>-22,389</u>
Other Income		
Other Expenses		
Net Profit/(Loss)		<u>-22,389</u>

# Newsagents Association of NSW & ACT Ltd

PO Box 1345  
AUBURN NSW 1835

## Profit & Loss [Cash]

### July 2017 through February 2018

8/04/2018

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Income		
Membership Fees	\$100,740	
Newspack Insurance Broking	\$117,476	
Other Income	\$37,987	
Total Income		<u>\$256,203</u>
Direct Costs		
Gross Profit		<u>\$256,203</u>
Expenses		
Advertising & Promotion	\$1,231	
Award Night Expenses	\$1,363	
Auditors Fees	\$7,000	
Bad Debts	\$1,399	
Bank Charges	\$551	
Merchant Fees	\$175	
Computer Expenses	\$156	
Computer Software	\$2,992	
Email Account Fees	\$364	
Directors Fees	\$3,715	
Director Expense Reimbursement	\$7,902	
Director Other Reimbursement	\$700	
Directors MV Allowances	\$17	
Directors Travel Accommodation	\$5,068	
Discounts to Members	\$2,015	
Electricity & Gas	\$750	
Filing Fees & Govt Charges	\$724	
Business Pack Insurance	\$1,472	
Assoc Liability + PI Insure	\$1,730	
Internet Services	\$45	
Meetings Expenses - General	\$8,236	
Meeting Expenses - Board	\$763	
Parking	\$60	
Travel & Accommodation - Staff	\$4,708	
Office Expenses	\$12,802	
Postage & Freight	\$2,264	
Printing & Stationery	\$326	
Rent & Outgoings	\$30,862	
Recruitment Expenses	\$275	
Repairs & Maintenance	\$632	
Storage expense	\$1,198	
Subscriptions	\$1,098	
Comms - Phone & Data - Office	\$2,611	
Comms - Mobile Phone & Data	\$528	
Comms - Text Service	\$325	
Comms - Fax Service	\$100	
Wages	\$85,000	
Motor Vehicle Expenses	\$141	
Superannuation	\$10,917	
Leave Expense	-\$9,823	
Workers Compensation	\$851	
ATO Fees and Charges NEI	\$1,499	
Total Expenses		<u>\$194,739</u>
Operating Profit		<u>\$61,464</u>
Other Income		
Other Expenses		

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Net Profit (Loss)

\$61,464

# Newsagents Association of NSW & ACT Ltd

PO Box 1345  
AUBURN NSW 1835

## Profit & Loss [Cash]

March 2018

8/04/201  
11:03:30 AM

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Income		
Membership Fees	\$9,292	
Newspack Insurance Broking	\$15,939	
Total Income		<u>\$25,230</u>
Direct Costs		
Gross Profit		<u>\$25,230</u>
Expenses		
Auditors Fees	\$3,500	
Bank Charges	\$56	
Merchant Fees	\$10	
Computer Expenses	\$252	
Directors Fees	\$971	
Director Expense Reimbursement	\$175	
Directors Travel Accommodation	\$1,045	
Discounts to Members	\$184	
Electricity & Gas	\$370	
Business Pack Insurance	\$184	
Assoc Liability + PI Insure	\$216	
Meetings Expenses - General	\$45	
Parking	\$26	
Travel & Accommodation - Staff	\$577	
Postage & Freight	\$174	
Rent & Outgoings	\$3,787	
Training & Development - Staff	\$30	
Comms - Phone & Data - Office	\$255	
Comms - Mobile Phone & Data	\$149	
Wages	\$15,000	
Superannuation	\$1,425	
Total Expenses		<u>\$28,432</u>
Operating Profit		<u>-\$3,202</u>
Other Income		
Other Expenses		
Net Profit (Loss)		<u>-\$3,202</u>

# Newsagents Association of NSW & ACT Ltd

PO Box 1345  
AUBURN NSW 1835

## Profit & Loss Statement

### February 2018

8/04/201  
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Income		
Membership Fees	-	\$438
Newspack Insurance Broking	\$	8,534
Other Income	\$	1,032
Total Income		<u>\$9,128</u>
Direct Costs		
Gross Profit		<u>\$9,128</u>
Expenses		
Bank Charges	\$	54
Merchant Fees	\$	10
Computer Expenses	\$	18
Computer Software	\$	458
Director Expense Reimbursement	\$	1,925
Business Pack Insurance	\$	184
Assoc Liability + PI Insure	\$	216
Meetings Expenses - General	\$	27
Meeting Expenses - Board	\$	147
Parking	\$	20
Travel & Accommodation - Staff	\$	215
Office Expenses	\$	1,512
Postage & Freight	\$	18
Rent & Outgoings	\$	3,787
Comms - Phone & Data - Office	\$	46
Wages	\$	10,000
Superannuation	\$	950
Total Expenses		<u>\$19,587</u>
Operating Profit		<u>-\$10,458</u>
Other Income		
Other Expenses		
Net Profit/(Loss)		<u>-\$10,458</u>

# Newsagents Association of NSW & ACT Ltd

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## Profit & Loss Statement

March 2018

8/04/201  
11:00:27 AM

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Gross Profit		<u>\$7,092</u>
Expenses		
Auditors Fees	\$7,000	
Bank Charges	\$56	
Merchant Fees	\$10	
Computer Expenses	\$252	
Electricity & Gas	\$370	
Business Pack Insurance	\$184	
Assoc Liability + PI Insure	\$216	
Meetings Expenses - General	\$15	
Parking	\$26	
Travel & Accommodation - Staff	\$531	
Postage & Freight	\$174	
Rent & Outgoings	\$3,787	
Training & Development - Staff	\$30	
Comms - Phone & Data - Office	\$255	
Comms - Mobile Phone & Data	\$149	
Wages	\$15,000	
Superannuation	\$1,425	
Total Expenses		<u>\$29,481</u>
Operating Profit		<u>-\$22,389</u>
Other Income		
Other Expenses		
Net Profit/(Loss)		<u>-\$22,389</u>



# Newsagents Association of NSW & ACT Ltd

PO Box 1345  
AUBURN NSW 1835

## Profit & Loss [Cash]

### February 2018

8/04/2018  
11:02:56 AM

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Income		
Membership Fees	\$8,792	
Other Income	\$1,032	
Total Income		<u>\$9,823</u>
Direct Costs		
Gross Profit		<u>\$9,823</u>
Expenses		
Auditors Fees	\$3,500	
Bank Charges	\$54	
Merchant Fees	\$10	
Computer Expenses	\$18	
Computer Software	\$458	
Directors Fees	\$183	
Director Expense Reimbursement	\$1,750	
Discounts to Members	\$121	
Business Pack Insurance	\$184	
Assoc Liability + PI Insure	\$216	
Meetings Expenses - General	\$1,979	
Meeting Expenses - Board	\$147	
Parking	\$20	
Travel & Accommodation - Staff	\$1,737	
Office Expenses	\$3,360	
Postage & Freight	\$27	
Rent & Outgoings	\$3,787	
Repairs & Maintenance	\$290	
Comms - Phone & Data - Office	\$299	
Comms - Mobile Phone & Data	\$75	
Wages	\$10,000	
Motor Vehicle Expenses	\$105	
Superannuation	\$950	
Total Expenses		<u>\$29,269</u>
Operating Profit		<u>-\$19,446</u>
Other Income		
Other Expenses		
Net Profit (Loss)		<u>-\$19,446</u>

# Newsagents Association of NSW & ACT Ltd

PO Box 1345  
AUBURN NSW 1835

## Profit & Loss [Cash]

March 2018

8/04/201  
11:03:30 AM

---

Income		
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Expenses		
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Merchant Fees	\$10	
Computer Expenses	\$252	
Directors Fees	\$971	
Director Expense Reimbursement	\$175	
Directors Travel Accommodation	\$1,045	
Discounts to Members	\$184	
Electricity & Gas	\$370	
Business Pack Insurance	\$184	
Assoc Liability + PI Insure	\$216	
Meetings Expenses - General	\$45	
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Comms - Mobile Phone & Data	\$149	
Wages	\$15,000	
Superannuation	\$1,425	
Total Expenses		<u>\$28,432</u>
Operating Profit		<u>-\$3,202</u>
Other Income		
Other Expenses		
Net Profit (Loss)		<u>-\$3,202</u>

# Newsagents Association of NSW & ACT Ltd

## Aged Receivables [Summary]

28/02/2018

8/04/201  
11:10:40 AM

Page 1

Name	Total Due	Feb	Jan	Dec	Pre-Dec
ABP Newsagency (Campb	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
ALBION PARK NEWSAGE	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
All Sydney Distributors	\$825.00	\$0.00	\$0.00	\$0.00	\$825.00
AM Newsagency*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
AUSTINMER NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Australia Square Newsage	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Ballina Newsagency*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
BALO SQUARE NEWSAG	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
BATHURST STREET NE	\$206.25	\$206.25	\$0.00	\$0.00	\$0.00
BECKERS NEWSAGENC	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
BELLINGEN NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Ben Buckler Newsagency	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Berry Newsagency	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
BERRY NEWSAGENCY *	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
BINGARA NEWSAGENCY	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
BLAXLAND NEWSAGENC	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
BLAYNEY NEWSAGENCY	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Blooms The Chemist Kara	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
BUDGEWOI NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Bundanoon Newsagency*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Byron Bay Newsagency	\$412.74	\$0.00	\$0.00	\$0.00	\$412.74
Callaghan Newsagency	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Calwell Newsagency	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
CAMMERAY NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
CAMPBELLTOWN NEWS	\$825.00	\$0.00	\$0.00	\$0.00	\$825.00
CANOWINDRA NEWSAG	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
CARINGBAH VILLAGE NE	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
CHATHAM NEWSAGENC	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
CHITTAWAY CENTRE NE	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Chullora Newsagency*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
CLARKES NEWSAGENC	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Cleary's Newsagency	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
COLEAMBALLY NEWSAG	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
CONDOBOLIN NEWSAGE	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
COOLAMON NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Coolman Court Newsage	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
COOTAMUNDRA NEWS*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Corrimal Court Newsagenc	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
COWRA NEWSAGENCY	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
CRONULLA PAPER SHO	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
DALMENY NEWSAGENC	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
DEEPWATER PLAZA NE	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00
DOUBLE BAY NEWSAGE	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
DUNDAS NEWSAGENCY*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
EAST TOUKLEY NEWSA	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
EASTLAKES NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Eden Newsagency*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
ENDEVOUR NEWSAGEN	\$275.00	\$0.00	\$0.00	\$0.00	\$275.00
FAULKNERS NEWSAGEN	\$343.40	\$0.00	\$0.00	\$0.00	\$343.40
FINLEY NEWSAGENCY*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
GALSTON VILLAGE NEW	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
GOROKAN NEWSAGENC	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
GRAFTON LOTTO PLUS	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
GYLES NEWSAGENCY*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
HAMILTON NEWS AND G	\$412.75	\$0.00	\$0.00	\$0.00	\$412.75
HANWOOD NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
HAYMARKET NEWSAGE	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
HENTY NEWSAGENCY	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
HUNTERS NEWSAGENC	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
JAMBEROO NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
KATOOMBA NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25

# Newsagents Association of NSW & ACT Ltd

## Aged Receivables [Summary]

28/02/2018

8/04/201  
11:10:40 AM

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Name	Total Due	Feb	Jan	Dec	Pre-Dec
KIAMA FAIR NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
LAKE HAVEN CENTRE N	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
LAVINGTON NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
LEURA NEWSAGENCY*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
MACLEAN NEWSAGENC	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Manuka Newsagency	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
MERIMBULA NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Milton Newsagency*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
MOLLYMOOK NEWSAGE	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
MORTDALE WEST NEWS	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Mt Annan Newsagency*	\$550.00	\$0.00	\$0.00	\$0.00	\$550.00
MUNGINDI NEWSAGENC	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
NAMBUCCA HEADS NEW	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Narrandera Newsagency*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
NELSON BAY NEWSAGE	\$206.25	\$0.00	\$0.00	\$206.25	\$0.00
NEWS EXTRA MARKETP	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
News King Bondi Junction	\$825.00	\$0.00	\$0.00	\$0.00	\$825.00
NEWS ON RANKIN*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
newsXpress Merriwa	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Nextra Bateau Bay	\$206.25	\$206.25	\$0.00	\$0.00	\$0.00
NEXTRA KOTARA*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
NEXTRA SHELLHARBOU	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Nextra Shopping World Gr	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
NORTH ALBURY NEWSA	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
NORTHPOINT NEWSAGE	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
NOWRA EAST NEWSAGE	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
NOWRA MALL PAPER SH	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Orange Central Newsagen	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Oxford Street Newsagency	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Parkes Newsagency*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
PARRAMATTA CBD NEW	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Plaza Newsagency*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
PORTLAND NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
POTTSVILLE BEACH NE	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
QUIRINDI NEWSAGENCY	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
RANDALL'S NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
RATHMINES NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Redfern Newsagency*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
REGENTS PARK NEWSA	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Restwell Newsagency*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
ROCKDALE PLAZA NEW	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
ROSEVILLE NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Sanctuary Point Newsagen	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
SANS SOUCI NEWSAGE	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
SEARL'S NEWSAGENCY	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Seven Hills Newsagency	\$309.37	\$0.00	\$0.00	\$0.00	\$309.37
SILVAS NEWSAGENCY*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
SOUTH GRAFTON NEWS	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
South Miranda Newsagenc	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
SOUTH NEWSAGENCY*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Southcity Newsagency	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
SPIT JUNCTION NEWSA	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
TAMWORTH NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
TAREE MARKETPLACE N	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
THE JUNCTION VILLAGE	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
THE LUCKY CHARM QVB	\$825.00	\$0.00	\$0.00	\$0.00	\$825.00
THE VINCENT ST NEWS	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
TOM UGLY'S NEWSAGE	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
TOP END NEWSAGENCY	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Toronto Newsagency	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
TULLS NEWSAGENCY*	\$137.50	\$0.00	\$0.00	\$0.00	\$137.50

# Newsagents Association of NSW & ACT Ltd

## Aged Receivables [Summary]

28/02/2018

8/04/2018  
11:10:41 AM

Page 3

Name	Total Due	Feb	Jan	Dec	Pre-Dec
TUMUT NEWSAGENCY*	\$137.50	\$0.00	\$0.00	\$0.00	\$137.50
UMINA BEACH NEWSAG	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
WAUCHOPE NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
WEST TAMWORTH NEW	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
WESTLEIGH NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
WESTON NEWSAGENCY	\$412.50	\$0.00	\$0.00	\$0.00	\$412.50
Westpoint News Toys and	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
WINGHAM NEWSAGENC	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
WORLD SQUARE NEWS	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
WOY WOY NEWSAGENC	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
WYLIE'S NEWSAGENCY *	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
YAMBA NEWSAGENCY*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Total:	\$31,190.76	\$412.50	\$0.00	\$206.25	\$30,572.01
Ageing Percent:		1.3%	0.0%	0.7%	98.0%

# Newsagents Association of NSW & ACT Ltd

## Aged Receivables [Summary]

31/03/2018

8/04/201  
11:11:25 AM

Page 1

Name	Total Due	Mar	Feb	Jan	Pre-Jan
ABP Newsagency (Campb	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
ALBION PARK NEWSAGE	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
All Sydney Distributors	\$825.00	\$0.00	\$0.00	\$0.00	\$825.00
AM Newsagency*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
AUSTINMER NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Australia Square Newsage	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Ballina Newsagency*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
BALO SQUARE NEWSAG	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
BATHURST STREET NE	\$206.25	\$206.25	\$0.00	\$0.00	\$0.00
BECKERS NEWSAGENC	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
BELLINGEN NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Ben Buckler Newsagency	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Berry Newsagency	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
BERRY NEWSAGENCY *	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
BINGARA NEWSAGENCY	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
BLAXLAND NEWSAGENC	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
BLAYNEY NEWSAGENCY	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Blooms The Chemist Kara	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
BUDGEWOI NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Bundanoon Newsagency*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Byron Bay Newsagency	\$412.74	\$0.00	\$0.00	\$0.00	\$412.74
Callaghan Newsagency	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Calwell Newsagency	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
CAMMERAY NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
CAMPBELLTOWN NEWS	\$825.00	\$0.00	\$0.00	\$0.00	\$825.00
CANOWINDRA NEWSAG	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
CARINGBAH VILLAGE NE	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
CHATHAM NEWSAGENC	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
CHITTAWAY CENTRE NE	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Chullora Newsagency*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
CLARKES NEWSAGENC	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Cleary's Newsagency	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
COLEAMBALLY NEWSAG	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
CONDOBOLIN NEWSAGE	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
COOLAMON NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Coolman Court Newsage	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
COOTAMUNDRA NEWS*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Corrimal Court Newsagenc	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
COWRA NEWSAGENCY	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
CRONULLA PAPER SHO	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
DALMENY NEWSAGENC	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
DEEPWATER PLAZA NE	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00
DOUBLE BAY NEWSAGE	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
DUNDAS NEWSAGENCY*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
EAST TOUKLEY NEWSA	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
EASTLAKES NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Eden Newsagency*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
ENDEVOUR NEWSAGEN	\$275.00	\$0.00	\$0.00	\$0.00	\$275.00
FAULKNERS NEWSAGEN	\$343.40	\$0.00	\$0.00	\$0.00	\$343.40
FINLEY NEWSAGENCY*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
GALSTON VILLAGE NEW	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
GOROKAN NEWSAGENC	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
GRAFTON LOTTO PLUS	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
GYLES NEWSAGENCY*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
HAMILTON NEWS AND G	\$412.75	\$0.00	\$0.00	\$0.00	\$412.75
HANWOOD NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
HAYMARKET NEWSAGE	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
HENTY NEWSAGENCY	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
HUNTERS NEWSAGENC	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
JAMBEROO NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
KATOOMBA NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25

# Newsagents Association of NSW & ACT Ltd

## Aged Receivables [Summary]

31/03/2018

8/04/201  
11:11:26 AM

Page 2

Name	Total Due	Mar	Feb	Jan	Pre-Jan
KIAMA FAIR NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
LAKE HAVEN CENTRE N	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
LAVINGTON NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
LEURA NEWSAGENCY*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
MACLEAN NEWSAGENC	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Manuka Newsagency	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
MERIMBULA NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Milton Newsagency*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
MOLLYMOOK NEWSAGE	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
MORTDALE WEST NEWS	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Mt Annan Newsagency*	\$550.00	\$0.00	\$0.00	\$0.00	\$550.00
MUNGINDI NEWSAGENC	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
NAMBUCCA HEADS NEW	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Narrandera Newsagency*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
NELSON BAY NEWSAGE	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
NEWS EXTRA MARKETP	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
News King Bondi Junction	\$825.00	\$0.00	\$0.00	\$0.00	\$825.00
NEWS ON RANKIN*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
newsXpress Merriwa	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Nextra Bateau Bay	\$206.25	\$206.25	\$0.00	\$0.00	\$0.00
NEXTRA KOTARA*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
NEXTRA SHELLHARBOU	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Nextra Shopping World Gr	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
NORTH ALBURY NEWSA	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
NORTHPOINT NEWSAGE	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
NOWRA EAST NEWSAGE	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
NOWRA MALL PAPER SH	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Orange Central Newsagen	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Oxford Street Newsagency	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Parkes Newsagency*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
PARRAMATTA CBD NEW	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Plaza Newsagency*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
PORTLAND NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
POTTSVILLE BEACH NE	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
QUIRINDI NEWSAGENCY	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
RANDALL'S NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
RATHMINES NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Redfern Newsagency*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
REGENTS PARK NEWSA	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Restwell Newsagency*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
ROCKDALE PLAZA NEW	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
ROSEVILLE NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Sanctuary Point Newsagen	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
SANS SOUCI NEWSAGE	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
SEARL'S NEWSAGENCY	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Seven Hills Newsagency	\$309.37	\$0.00	\$0.00	\$0.00	\$309.37
SILVAS NEWSAGENCY*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
SOUTH GRAFTON NEWS	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
South Miranda Newsagenc	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
SOUTH NEWSAGENCY*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Southcity Newsagency	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
SPIT JUNCTION NEWSA	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
TAMWORTH NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
TAREE MARKETPLACE N	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
THE JUNCTION VILLAGE	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
THE LUCKY CHARM QVB	\$825.00	\$0.00	\$0.00	\$0.00	\$825.00
THE VINCENT ST NEWS	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
TOM UGLY'S NEWSAGE	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
TOP END NEWSAGENCY	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Toronto Newsagency	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
TULLS NEWSAGENCY*	\$137.50	\$0.00	\$0.00	\$0.00	\$137.50

# Newsagents Association of NSW & ACT Ltd

## Aged Receivables [Summary]

31/03/2018

8/04/2018  
11:11:27 AM

Page 3

Name	Total Due	Mar	Feb	Jan	Pre-Jan
TUMUT NEWSAGENCY*	\$137.50	\$0.00	\$0.00	\$0.00	\$137.50
UMINA BEACH NEWSAG	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
WAUCHOPE NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
WEST TAMWORTH NEW	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
WESTLEIGH NEWSAGEN	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
WESTON NEWSAGENCY	\$412.50	\$0.00	\$0.00	\$0.00	\$412.50
Westpoint News Toys and	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
WINGHAM NEWSAGENC	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
WORLD SQUARE NEWS	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
WOY WOY NEWSAGENC	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
WYLIE'S NEWSAGENCY *	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
YAMBA NEWSAGENCY*	\$206.25	\$0.00	\$0.00	\$0.00	\$206.25
Total:	\$31,190.76	\$412.50	\$0.00	\$0.00	\$30,778.26
Ageing Percent:		1.3%	0.0%	0.0%	98.7%



# Newsagents Association of NSW & ACT Ltd

PO Box 1345  
AUBURN NSW 1835

## Payables Reconciliation [Summary]

**28/02/2018**

8/04/2018  
11:08:49 AM

Page 1

Name	Total Due	Feb	Jan	Dec	Pre-Dec
ATO	-\$0.67	-\$0.67	\$0.00	\$0.00	\$0.00
Greg Handley	\$8,050.00	\$0.00	\$0.00	\$0.00	\$8,050.00
Ken Packham	\$175.00	\$175.00	\$0.00	\$0.00	\$0.00
Total:	\$8,224.33	\$174.33	\$0.00	\$0.00	\$8,050.00
Ageing Percent:		2.1%	0.0%	0.0%	97.9%

# Newsagents Association of NSW & ACT Ltd

PO Box 1345  
AUBURN NSW 1835

## Payables Reconciliation [Summary]

**31/03/2018**

8/04/2018  
11:09:29 AM

Page 1

Name	Total Due	Mar	Feb	Jan	Pre-Jan
ATO	-\$0.67	\$0.00	-\$0.67	\$0.00	\$0.00
Greg Handley	\$5,950.00	\$0.00	\$0.00	\$0.00	\$5,950.00
Moore Stephens	\$3,850.00	\$3,850.00	\$0.00	\$0.00	\$0.00
Total:	\$9,799.33	\$3,850.00	-\$0.67	\$0.00	\$5,950.00
Ageing Percent:		39.3%	0.0%	0.0%	60.7%

## The Newsagents Association of NSW and ACT Ltd External Reporting and Regulatory Compliance Schedule

Agency/Audience - Abbreviation	Full Name
ABR	Australian Business register
ATO	Australian Taxation Office
ASIC	Australian Securities and Investments Commission
Audit/Auditor	Moore Stephens
Industrial Registrar	Industrial Registrar NSW Industrial Relations Commission
Insurance	Newspack Insurance Broking – Business Pack Insurance
	Bolderstons Insurance Brokers – Association and Officers Insurance
	Workers Compensation - icare

Non-Specific Reporting – “As Required” Reporting				
Agency/Audience	Action Required	Item/Action	Due Date	Cost
ABR	Any changes notified within 28 days of change	As required	As required	No Fee
ATO	Any changes notified within 28 days of change	As required	As required	No Fee
ASIC	Any changes notified within 28 days of change	As required	As required	No Fee
Insurance	Any changes notified as they arise – continuous disclosure requirements	As required	As required	No fee
Audit	Preparation of Directors’ Report, etc	As required	As required	\$6,500 in 2018/2019

## Reporting by Date

Specific Reporting – By Date					
Month	Agency/Audience	Item/Action	Due Date	Cost	Completion
<b>January</b>					
	ATO	Monthly PAYGW Return and Payment - December	21 January	PAYGW	✓
	ATO	Annual assessment of tax status	21 January	No fee	✓
<b>February</b>					
	ATO	Monthly PAYGW Return and Payment – January	21 February	PAYGW	✓
	ATO	2 <sup>nd</sup> Quarter BAS	28 February	Net GST	✓
<b>March</b>					
	ATO	Monthly PAYGW Return and Payment – February	21 March	PAYGW	✓
<b>April</b>					
	Insurance	Business Pack Quotation and Update on risk information	2 April	No cost	
	Insurance	Association and Officers Quotations and update on risk information	2 April	No cost	✓
	ASIC	Financial Reporting Obligations Statement	March/April 14 days	No Fee	
	ATO	Monthly PAYGW Return and Payment – March	21 April	PAYGW	
	Audit	Q1 to Q3 Audit	By 30 April	\$6,500 in 2018/2019	

May					
	Insurance	Business Pack renewal	2 May	Invoice cost	
	Insurance	Association and Officer renewal	2 May	Invoice cost	
	ASIC	Company Statement	15 May 28 days	Fee	
	ATO	Monthly PAYGW Return and Payment – April	21 May	PAYGW	
	ATO	3 <sup>rd</sup> Quarter BAS	28 May	Net GST	
June					
	ASIC	Business name Registration	3 years 15 June	Fee	
	ATO	Monthly PAYGW Return and Payment – May	21 June	PAYGW	
July					
	ATO	Monthly PAYGW Return and Payment – June	21 July	PAYGW	
	Audit	Q4 and associated reports	31 July	\$6,500 in 2018/2019	
	Insurance	Workers Compensation renewal	31 July	Fee	
August					
	ATO	Monthly PAYGW Return and Payment – July	21 August	PAYGW	
	ATO	4 <sup>th</sup> Quarter BAS	28 August	Net GST	
September					
	ATO	Monthly PAYGW Return and Payment – August	21 September	PAYGW	
October					
	ATO	Monthly PAYGW Return and Payment – September	21 October	PAYGW	
	Insurance	Workers Compensation  Declaration of Actual Wages	31 October	Possible Refund or Fee	

November					
	ATO	Monthly PAYGW Return and Payment – October	21 November	PAYGW	
	ATO	1st Quarter BAS	28 November	Net GST	
	ASIC	Annual Report	By 30 November	Fee	
	Industrial Registrar NSW	Annual Report	By 30 November	No Fee	
	Annual General Meeting	Annual Report	By 30 November	No Fee	
December					
	ATO	Monthly PAYGW Return and Payment – November	21 December	PAYGW	

## Reporting by Agency/Audience/Date

Agency/Audience	Action Required	Item/Action	Due Date	Cost
ABR	Any changes notified within 28 days of change	As required	As required	No Fee

Agency/Audience	Action Required	Item/Action	Due Date	Cost
November				
Industrial Registrar NSW	Annual Report	Annual Report	By 30 November	No Fee

Agency/Audience	Action Required	Item/Action	Due Date	Cost
Audit	Preparation of Directors' Report, etc	As required	As required	\$6,500 in 2018/2019
April				
	Audit	Q1 to Q3 Audit	By 30 April	\$6,500 in 2018/2019
July				
	Audit	Q4 and associated reports	31 July	\$6,500 in 2018/2019

Agency/Audience	Action Required	Item/Action	Due Date	Cost
ASIC	Any changes notified within 28 days of change	As required	As required	No Fee
April				
	ASIC	Financial Reporting Obligations Statement	March/April 14 days	No Fee
June				
	ASIC	Business name Registration	3 years 15 June	Fee
November				
	ASIC	Annual Report	By 30 November	Fee

Agency/Audience	Action Required	Item/Action	Due Date	Cost	
Insurance	Any changes notified as they arise – continuous disclosure requirements	As required	As required	No fee	
<b>April</b>					
	Insurance	Business Pack Quotation and Update on risk information	2 April	No cost	
	Insurance	Association and Officers Quotations and update on risk information	2 April	No cost	✓
<b>May</b>					
	Insurance	Business Pack renewal	2 May	Invoice cost	
	Insurance	Association and Officer renewal	2 May	Invoice cost	
	Insurance	Workers Compensation renewal	31 July	Fee	
<b>October</b>					
	Insurance	Workers Compensation Declaration of Actual Wages	31 October	Possible Refund or Fee	

Agency/Audience	Action Required	Item/Action	Due Date	Cost	
ATO	Any changes notified within 28 days of change	As required	As required	No Fee	
<b>January</b>					
	ATO	Monthly PAYGW Return and Payment - December	21 January	PAYGW	✓
	ATO	Annual assessment of tax status	21 January	No fee	✓



February					
	ATO	Monthly PAYGW Return and Payment – January	21 February	PAYGW	✓
	ATO	2 <sup>nd</sup> Quarter BAS	28 February	Net GST	✓
March					
	ATO	Monthly PAYGW Return and Payment – February	21 March	PAYGW	✓
April					
	ATO	Monthly PAYGW Return and Payment – March	31 April	PAYGW	
May					
	ATO	Monthly PAYGW Return and Payment – April	21 May	PAYGW	
	ATO	3 <sup>rd</sup> Quarter BAS	28 May	Net GST	
June					
	ATO	Monthly PAYGW Return and Payment – May	21 June	PAYGW	
July					
	ATO	Monthly PAYGW Return and Payment – June	21 July	PAYGW	
August					
	ATO	Monthly PAYGW Return and Payment – July	21 August	PAYGW	
	ATO	4 <sup>th</sup> Quarter BAS	28 August	Net GST	
September					
	ATO	Monthly PAYGW Return and Payment – August	21 September	PAYGW	
October					
	ATO	Monthly PAYGW Return and Payment – September	21 October	PAYGW	

November					
	ATO	Monthly PAYGW Return and Payment – October	21 November	PAYGW	
	ATO	1st Quarter BAS	28 November	Net GST	
December					
	ATO	Monthly PAYGW Return and Payment – November	21 December	PAYGW	

Employees and Directors are encouraged to raise any concerns about any financial matter with the Chief Executive Officer.

These procedures do not apply to any allegation of harassment, discrimination, sexual harassment or inappropriate behaviour by any member of staff or Director. Such matters will be dealt with in accordance with the appropriate NANA policies which address those issues.

1. Employees

- A. For employees such matters may include the incorrect payment of wages, salary and other entitlements such as superannuation guarantee payments. Concerns may also extend to perceived and actual instances of inappropriate financial transactions, including misappropriation of assets and fraud by a member of staff or other person associated with NANA.
- B. Where any suspect behaviour involves an allegation against the Chief Executive Officer, the employee should address their concerns to the President/Chairman of the Board.
- C. Any issue raised with the Chief Executive Officer or President/Chairman of the Board will be treated in the utmost confidence.
- D. All issues raised with the Chief Executive Officer will be recognised in writing and will be investigated immediately.
- E. Wage and conditions of employment matters must be addressed within 2 clear business days of the receipt of the notification by the Chief Executive Officer from the employee.
- F. The Chief Executive Officer will confirm any proposed action, in writing.
- G. Where any remedial action is required, and the proposed action is likely to take more than 48 hours to complete, the Chief Executive Officer will confirm the proposed timetable for resolution in writing.
- H. If the employee is not satisfied with the proposed resolution of an employment matter, they are free to seek assistance from the President/Chairman or other Board member. The employee may, at any time seek the assistance of an external agency such as the Fair Work Ombudsman.
- I. If an employee seeks the assistance of a member of the Board other than the President/Chairman, the Board member shall notify the President/Chairman of the nature of the allegation. The President/Chairman shall determine the way the matter is to be investigated, any action to be taken and the reporting that may be required.
- J. This procedure in no way seeks to diminish an employee's rights to seek assistance at any time from a regulatory agency.

2. Directors acting for Employees or on their Own Initiative

- A. For Directors such matters may include the matters referred by an employee concerning incorrect payment of wages, salary and other entitlements such as superannuation guarantee payments. Concerns may also extend to perceived and actual instances of inappropriate financial transactions, including misappropriation of assets and fraud by a member of staff or other person associated with NANA.

- B. Where any suspect behaviour involves an allegation against the Chief Executive Officer, the Director should address their concerns to the President/Chairman of the Board.
- C. If an employee seeks the assistance of a member of the Board other than the President/Chairman, the Board member shall notify the President/Chairman of the nature of the allegation. The President/Chairman shall determine the way the matter is to be investigated, any action to be taken and the reporting that may be required.
- D. Any issue raised with the Chief Executive Officer or President/Chairman of the Board will be treated in the utmost confidence.
- E. All issues raised with the Chief Executive Officer will be recognised in writing and will be investigated immediately.
- F. Wage and conditions of employment matters must be addressed in accordance with 1. D., E., F. and G.
- G. If the employee is not satisfied with the proposed resolution of an employment matter, they are free to seek assistance from the President/Chairman or other Board member. The employee may, at any time seek the assistance of an external agency such as the Fair Work Ombudsman.
- H. If an employee seeks the assistance of a member of the Board other than the President/Chairman, the Board member shall notify the President/Chairman of the nature of the allegation. The President/Chairman shall determine the way the matter is to be investigated, any action to be taken and the reporting that may be required.
- I. This procedure in no way seeks to diminish an employee's rights to seek assistance at any time from a regulatory agency.

### 3. Allegations Against Directors

- A. The President/Chairman and Executive Committee shall be informed of any allegation against a Director.
- B. The confidentiality principles expressed above shall apply.
- C. Any allegation against a Director shall be investigated with the assistance of the Finance, Audit and Risk Committee and the Chairman of the Committee shall make any recommendations to the President/Chairman for action.

### 4. General

- A. Any proven case of inappropriate financial transactions which involve an employee shall be resolved in accordance with established disciplinary procedures, the employee's contract of employment and the law.
- B. Proven cases of inappropriate financial transactions which involve an employee may be referred to the NSW Police Force or other authority at the Boards absolute discretion.
- C. Proven cases of inappropriate financial transactions which involve a Director shall be resolved in accordance with NANA's Constitution and the law.
- D. Proven cases of inappropriate financial transactions which involve a Director may be referred to the NSW Police Force or other authority at the Boards' absolute discretion.

- E. Proven cases of misappropriation of assets and/or fraud by a member of staff, director and any other person associated with NANA may be referred to the NSW Police Force or other authority at the Boards' absolute discretion.

DRAFT

The Newsagents Association of NSW and ACT Ltd  
 Payments of \$1,000 or more

Feb-18

1	1/02/2018	Ian Booth	Salary	\$	3,524.00
2	1/02/2018	Cambooya Properties	Rent and Outgoings January 2018	\$	4,165.15
3	1/02/2018	Nicole Raymond	Contract fees - December 2017	\$	2,032.80
4	1/02/2018	Moore Stephens	3rd progress payment 2017 audit	\$	1,925.00
5	12/02/2018	Moore Stephens	4th progress payment 2017 audit	\$	1,925.00
6	12/02/2018	Greg Handley	GH#35	\$	2,100.00
7	15/02/2018	Ian Booth	Salary	\$	3,524.00
8	19/02/2018	ATO	January 2018 PAYGW	\$	2,952.00
9	26/02/2018	Nicole Raymond	Contract fees - January 2018	\$	1,663.20
10	26/02/2018	ATO	January 2018 PAYGW	\$	2,952.00
11	26/02/2018	ATO	2nd quarter 2017/2018 GST	\$	2,536.00
12	26/02/2018	Greg Handley	GH#36	\$	2,100.00
13	26/02/2018	CBA Credit Card	January/February 2018 Corporate Card		1,021.61
					32,420.76

The Newsagents Association of NSW and ACT Ltd  
 Payments of \$1,000 or more

Mar-18

1	1/03/2018	Ian Booth	Salary	\$	3,524.00
2	1/03/2018	Cambooya Properties	Rent and Outgoings January 2018	\$	4,165.15
3	12/03/2018	Greg Handley	GH#37	\$	1,050.00
4	13/03/2018	Moore Stephens	1st progress payment final audit costs	\$	1,925.00
5	15/03/2018	Ian Booth	Salary	\$	3,524.00
6	19/03/2018	ATO	February 2018 PAYGW	\$	2,952.00
7	23/03/2018	Moore Stephens	2dprogress payment final audit costs	\$	1,925.00
8	28/03/2018	Greg Handley	GH#38	\$	1,050.00
9	29/03/2018	Care Super	Superannuation Booth March 2018	\$	1,425.00
10	29/03/2018	Ian Booth	Salary	\$	3,524.00
					25,064.15

The Newsagents Association of NSW and ACT Ltd

## Taxation Matters – Update to 28 February 2018

### Account Balance

Balance of Integrated Client Account = \$NIL. All other ATO accounts have a NIL balance.

The SGC account which had a credit balance of \$1,031.52 has been resolved.

### Payments to ATO

19/02/2018	\$2,952.00	PAYGW January 2018
26/02/2018	\$2,952.00	PAYGW December 2017
26/02/2018	\$2,536.00	2 <sup>nd</sup> quarter 2017/2018 GST

### Payments from ATO

20/02/2018	\$1,031.52	SGC credit balance refund
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### Activity Statements

All Instalment Activity Statements are up to date.

The BAS/GST activity statement for October to December 2017 was lodged on 28 February 2018.

The activity statement for PAYGW was lodged on 14 February 2018.

The activity statement for PAYGW for February 2018 is due on 21 March 2018.

Ian Booth  
Chief Executive Officer  
2 March 2018



The Newsagents Association of NSW and ACT Ltd

## **Taxation Matters – Update to 31 March 2018**

### Account Balance

Balance of Integrated Client Account = \$NIL. All other ATO accounts have a NIL balance.

### Payments to ATO

20 March 2018 \$2,952.00      PAYGW February 2018

### Payments from ATO

NIL

### Activity Statements

All Instalment Activity Statements are up to date.

The activity statement for PAYGW was lodged on 19 March 2018.

The activity statement for PAYGW and GST March 2018 and 3<sup>rd</sup> quarter 2017/2018 is due on 30 April 2018.

Ian Booth  
Chief Executive Officer  
6 April 2018