

## INDEPENDENT AUDITOR'S REPORT

To the [Agent/Agency Name] and the Real Estate Agents Authority.

### **Report on the Identified Trust Accounts held by [Agent/Agency Name]**

We have audited the compliance of [Agent/Agency Name] with the Real Estate Agents Act 2008 (the 'Act') and the Real Estate Agents (Audit) Regulations 2009 (the 'Regulations') for the [period from .../.../..... to.../.../.....] in respect of the following trust accounts:

Trust account name(s)	Identifying bank account number(s)
-----------------------	------------------------------------

### ***Respective Responsibilities***

The [Responsible Party/ies e.g. Directors/Principals of the [Agent/Agency Name]] are responsible for compliance with the requirements of the Act and the Regulations in respect of the identified trust accounts.

Our responsibility is to express an opinion on [Agent/Agency Name]'s compliance with the Act and the Regulations in accordance with sections 20 to 23 of the Regulations. Our engagement has been conducted in accordance with SAE 3100 *Compliance Engagements* to provide reasonable assurance that the [Agent/Agency Name] has complied with the Act and the Regulations.

These procedures have been undertaken to form an opinion as to whether the [Agent/Agency Name] has complied, in all material respects, with the Act and the Regulations for the [period from .../.../..... to.../.../.....] in respect of the identified trust accounts. Our audit included obtaining an understanding of the [Agent/Agency Name] procedures for maintaining the identified trust account(s), testing the effectiveness of these procedures and performing such other procedures as we considered necessary in the circumstances.

### ***Use of Report***

This report has been prepared for the [Intended Users] of [Agent/Agency Name] in accordance with the Regulations. We also acknowledge that a copy of this report will be provided to the Real Estate Agents Authority ('Authority') in accordance with section 22(1) of the Regulations. We disclaim any assumption of responsibility for any reliance on this report to any persons or users other than the [Agent/Agency Name] and the Authority, or for any purpose other than that for which it was prepared.

### ***Inherent Limitations***

Because of the inherent limitations of any accounting process and any system of internal control it is possible that fraud, error or non-compliance may occur and not be detected. As the procedures performed for this engagement are not performed continuously throughout [the relevant period] and the procedures performed in respect of [Agent/Agency Name]'s compliance with the Act and the Regulations in respect of the identified trust accounts are undertaken on a test basis, our assurance engagement cannot be relied on to detect all instances where the [Agent/Agency Name] may not have complied with the Act or the Regulations. The opinion expressed in this report has been formed on the above basis.

***Opinion***

We have obtained all the information and explanations required.

In our opinion:

- The [Agent/Agency Name] has complied, in all material respects, with the requirements of the Act and the Regulations in respect of the identified trust accounts for the [period from .../.../..... to.../.../.....],
- The [Agent/Agency Name] has forwarded to us, each month, a list of trust account balances for the previous month as required by regulation 15 of the Regulations,
- The identified trust account records and other records have been ready for examination at the appointed periods, and
- The [Agent/Agency Name] has produced all unused receipt forms and if receipts are generated electronically, taken appropriate steps to ensure no further trust account receipts are generated for the year.

[Member's signature]

[Date of the Member's report]

[Member's address]