

WONG CHI KEUNG, DENNIS

Certified Public Accountant, Hong Kong.

王志強執業會計師

SINGINGHOLIC
ANNUAL FINANCIAL REPORT
FOR THE PERIOD FROM
1ST APRIL 2022
TO
2ND JULY 2023

2021 至 2022 年度公民教育活動資助計劃
「跨代創晴天」跨代共融藝術計劃 2022 (001)

活動開始日期: 2022年4月1日

活動完結日期: 2023年7月2日

撥款信函日期: 2022年3月22日

撥款信函檔案編號: HAB/CA2/10-5/3/11/001 (21-22)

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**REVIEW REPORT
TO THE EXECUTIVE COMMITTEE OF SINGINGHOLIC
(Registered as a society of non-profit-making organisation in Hong Kong)**

I have audited the annual financial statements of Singingholic for the period from 1st April 2022 to 2nd July 2023 and have issued an unqualified auditors' report thereon dated 30th August 2023.

I conducted my review of the attached Annual Financial Report on pages 2 to 5 of Singingholic for the period from 1st April 2022 to 2nd July 2023 in accordance with Practice Note 851 "Review of the Annual Financial Reports of Non-governmental Organisations" issued by the Hong Kong Institute of Certified Public Accountants. The review includes considering the procedures and records relevant to the preparation of the Annual Financial Report and performing procedures to satisfy myself that the Annual Financial Report has been properly prepared from the books and records of Singingholic, on which the above audited financial statements of Singingholic are based.

Review conclusions

On the basis of the results of my review and having regard to the audit procedures performed by me in relation to the audit of the financial statements of Singingholic for the period from 1st April 2022 to 2nd July 2023:

- a) in my opinion the Annual Financial Report has been properly prepared from the books and records of Singingholic; and
- b) no matters have come to my attention during the course of my review, which cause me to believe that Singingholic has not:
 - i. properly accounted for the receipt of approved sponsorship, fee collected from participants, expenses borne by the organiser and expenditure in respect of the Guidelines on the Use of Sponsorship of the Scheme (GUSS) published by the Committee on the Promotion of Civic Education (CPCE) of the Government of the HKSAR;
 - ii. kept separate Operating Income and Expenditure Account for each subvented service unit as required by the GUSS; and
 - iii. prepared the Annual Financial Report in accordance with the format and requirements set out in the GUSS.

This report is intended for filing with the Committee on the Promotion of Civic Education of the Government of the HKSAR and should not be used for any other purpose.



WONG CHI KEUNG, DENNIS

Certified Public Accountant

HONG KONG, 30th August 2023

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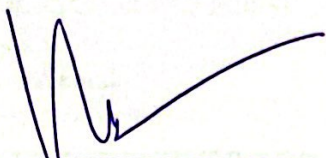
ANNUAL FINANCIAL REPORT

SINGINGHOLIC


2021 至 2022 年度公民教育活動資助計劃
「跨代創晴天」跨代共融藝術計劃 (the Scheme)

1ST APRIL 2022 TO 2ND JULY 2023

| | Note | HKS |
|--|------|-------------------------------------|
| <u>Income</u> | | |
| Approved sponsorship under the Scheme | | |
| - Advance received sponsorship | 1b | 137,085.00 |
| - Residual pending sponsorship | 1c | 77,772.50 |
| Fee collected from participants | 2 | 55,808.12 |
| Expenses borne by the organiser | 3 | <u>51,118.88</u> |
| Total income | | 321,784.50 ----- |
| <u>Expenditure</u> | | |
| A. Workshop (1st stage)/ Sharing session | 4 | 10,760.00 |
| B. Drama and music training workshop | 5 | 20,820.00 |
| C. Visits and community performances | 6 | 27,900.00 |
| D. Small-scale performance training workshop | 7 | 31,108.00 |
| E. Public performance rehearsal | 8 | 24,000.00 |
| F. Guide tour | 9 | 2,000.00 |
| G. Comprehensive performance | 10 | 176,016.50 |
| H. Propaganda | 11 | 20,000.00 |
| I. Sundry expenses | 12 | 1,180.00 |
| J. Audit fee | | <u>8,000.00</u> |
| Total expenditure | | 321,784.50 ----- ----- |
| Balance for the period | | - ----- ----- |



Lam, Kwun Kan
Vice Chairman (副主席)
Date: 30th August 2023



Lee, Wing Chu
Artistic Director (藝術總監)
Date: 30th August 2023

SINGINGHOLIC
NOTES TO THE ANNUAL FINANCIAL REPORT

1. Sponsorship 撥款收入

(a) Basis of preparation

The Annual Financial Report (AFR) is prepared in accordance with the Guidelines on the Use of Sponsorship of the Community Participation Scheme 2021-2022 which is administered by the Committee on the Promotion of Civic Education (CPCE). AFR is prepared on cash basis, that is, income is recognised upon receipt of cash, except residual pending sponsorship and expenditure is recognised when expenses are paid, except accrual of audit fee. Non-cash items such as depreciation, provisions and accruals, except audit fee have not been included in the AFR.

(b) Advance received sponsorship 已收妥之預支撥款

This represents approved sponsorship received in advance of the Civic Education activities are launched.

(c) Residual pending sponsorship 待發放之剩餘撥款

This represents approved sponsorship receivable after the Civic Education activities are finished.

2. Fee collected from participants 參加者收費

This represents ticket sales income received from spectators during the period.

3. Expenses borne by the organiser 團體自付

This represents non-sponsored expenses paid by the organisation during the period.

4. Workshop (1st stage)/ Sharing session 第一階段工作坊 / 分享會

| | | HKS |
|--|---------------------------|------------------|
| Speaker fee (5 sessions) (not less than 15.5 hours) | 導師費用 (5節) (共不少於15.5小時) | 5,000.00 |
| Notes | 筆記 | 700.00 |
| Venue rental | 場地租用 | 2,560.00 |
| Workshop materials (not capital in nature) | 工作坊活動物資 (不包資本物品) | 2,500.00 |
| | | <u>10,760.00</u> |

SINGINGHOLIC
NOTES TO THE ANNUAL FINANCIAL REPORT (CONTINUED)

| | | |
|---|----------------------------|------------------|
| 5. Drama and music training workshop | 戲劇及音樂訓練工作坊 | HK\$ |
| Speaker fee (10 sessions) (not less than 30.5 hours) | 導師費用 (10節) (共不少於30.5小時) | 10,000.00 |
| Notes | 筆記 | 700.00 |
| Venue rental | 場地租用 | 5,120.00 |
| Workshop materials (not capital in nature) | 工作坊活動物資 (不包資本物品) | 5,000.00 |
| | | <u>20,820.00</u> |
| 6. Visits and community performances | 探訪及社區演出活動 | HK\$ |
| Props/ clothing costs | 道具/服裝費用 | 5,000.00 |
| Audio setting and rental | 音響設置及控制和租用 | 11,400.00 |
| Transportation | 運輸 | 1,500.00 |
| Venue decoration | 演出場景裝置 | 5,000.00 |
| Souvenir and other materials | 探訪禮物及物資 | 5,000.00 |
| | | <u>27,900.00</u> |
| 7. Small-scale performance training workshop | 小型演出訓練工作坊 | HK\$ |
| Tutor fee (20 sessions) (not less than 61 hours) | 導師費用 (20節) (共不少於61小時) | 19,998.00 |
| Notes | 筆記 | 550.00 |
| Venue rental | 場地租用 | 10,560.00 |
| | | <u>31,108.00</u> |
| 8. Public performance rehearsal | 公開演出排練 | HK\$ |
| Venue rental (50 sessions) | 場地租用 (50節) | <u>24,000.00</u> |
| 9. Guide tour | 導賞 | HK\$ |
| Travelling - tour bus | 參加者旅遊巴來回 | <u>2,000.00</u> |

SINGINGHOLIC
NOTES TO THE ANNUAL FINANCIAL REPORT (CONTINUED)

10. Comprehensive performance

綜合演出

| | | HK\$ |
|--|---------------------------|-------------------|
| Venue (3 dramas) | 場地租用 (3場演出) | 15,089.50 |
| Director | 導演 | 8,000.00 |
| Stage director | 舞台總監 | 8,000.00 |
| Assistant stage supervision | 助理舞台監督 | 10,000.00 |
| Executive stage supervision | 執行舞台監督 | 5,000.00 |
| Lighting design and setup | 燈光設計及裝置 | 7,000.00 |
| Props and special costumes (not capital in nature) | 道具及特別服裝 (不包資本物品) | 5,000.00 |
| Stage design and production | 舞台設計及製作 | 40,000.00 |
| Music equipment and musical instruments rental | 音樂器材及樂器租用 | 10,000.00 |
| Script revision and printing | 劇本修訂及印製 | 1,800.00 |
| Tidbits recording (including videography, online platform playback and editing) | 攝錄 (包括攝錄、網上 平台播放及剪輯花絮) | 6,000.00 |
| Transportation | 運輸 | 4,284.00 |
| Participants' meal (3 shows) | 參加者膳食 (3場演出) | 49,843.00 |
| Makeup and hairstyle | 化妝及髮型 | 6,000.00 |
| | | <u>176,016.50</u> |

11. Propaganda

宣傳

| | | HK\$ |
|--|---|------------------|
| Activity/ community tour and show promotion (printing/ postage/ publicity materials) | 學校/社區巡禮及及社 區演出推廣 (如信件 印刷/郵費/宣傳品等) | 3,000.00 |
| Public performance poster | 公開演出宣傳海報 | 2,000.00 |
| Public performance leaflet | 公開演出宣傳單張 | 6,000.00 |
| Public performance brochure | 公開演出場刊 | 6,000.00 |
| Online promotion | 活動網上宣傳 | 3,000.00 |
| | | <u>20,000.00</u> |

12. Sundry expenses

雜費

| | | HK\$ |
|----------------------------|--------|-----------------|
| Stationeries | 文具 | 611.00 |
| Printing and copy expenses | 列印及影印費 | 401.00 |
| Small tools | 小工具 | 168.00 |
| | | <u>1,180.00</u> |