

**FORM 7**  
**REGULATIONS RELATING TO SHERIFFS, 1990**

**AUDIT REPORT**  
[Regulation 9]

**REPORT OF THE INDEPENDENT AUDITOR TO THE BOARD FOR SHERIFFS  
IN TERMS OF SECTION 23(2) OF THE SHERIFFS ACT, 1986 (ACT No. 90 OF  
1986)**

Report of the independent auditors to the Board for Sheriffs

We have audited the records of .....  
(name of sheriff) of the .....  
(court and full address of office) relating to trust moneys as contemplated by section 22 of  
the Act for the financial year ended ..... and have  
performed certain procedures in order to report on items required by the Board for  
Sheriffs. The accounting records are the responsibility of the sheriff. Our responsibility  
is to report on compliance with sections 22 and 23(1)(a) of the Act and on the results of  
the agreed procedures.

We conducted our audit in accordance with generally accepted auditing standards. These  
standards require that we plan and perform the audit so as to obtain reasonable assurance  
that the sheriff has complied with sections 22 and 23(1)(a) of the Act.

Our audit included an evaluation of the effectiveness of the accounting controls and an  
examination, on a test basis, of the evidence in support of the amounts and disclosures  
included in the accounting records relating to trust moneys. The audit also included an  
evaluation of the appropriateness of the overall presentation of accounting records relating  
to trust moneys. We consider that in the circumstances our audit procedures qualify us to  
express the opinion presented below.

In our opinion ..... (name of sheriff) complied with  
sections 22 and 23(1)(a) of the Act during the year.

Our agreed procedures and findings are summarized as follow:

We examined the accounting records of the sheriff on ..... 20 ....., being the  
financial year end, and on ..... 20 ....., being one other month end during  
that year and selected by us at random. We report that the total amount standing to the  
credit of the trust account and any savings or other interest-bearing account kept by the  
sheriff in terms of section 22(1) and (2) of the Act, together with any trust moneys which,  
according to the sheriff's accounting records, were held as cash on hand, were sufficient  
to cover the trust balance on these dates. We have satisfied ourselves that the cash on  
hand was deposited in the sheriff's trust account on the first banking day after these dates.

We investigated the circumstances under which negotiable instruments which were  
deposited into the sheriff's trust account up to and inclusive of the dates referred to above  
were not subsequently honoured, and report that these circumstances are satisfactory.

We tested the system employed to transfer amounts (including interest earned) from such sheriff's trust account to his business account and report that the system ensures that whenever any such transfer is made, the balance remaining to the credit of such trust account and any savings or other interest-bearing account referred to in section 22(2) of the Act, together with any moneys held as cash on hand, amount to not less than the trust balances.

We extracted the following information from the records:

Interest in the amount of R ..... was earned during the financial year on moneys deposited in terms of section 22(1) of the Act in a trust account and on moneys invested in terms of section 22(2) of the Act in any savings or other interest-bearing account, which interest was dealt with as follows:

Total amount of interest earned	R .....
Interest paid over to the Fidelity Fund for Sheriffs:	R .....
Interest earned and accumulated, but not yet paid over to the said Fidelity Fund	R .....

Auditor CA (SA) .....

Address: .....

.....

.....

Date: .....

\* Auditor should reflect the total amount of interest which was earned on the trust account

\*\* Auditor should reflect the total amount payable to the Fidelity Fund for Sheriffs in terms of Section 22(4) of the Sheriffs Act, 1986 as amended. Please calculate as follows:-

Total interest earned	=	R _____
Less: Bank charges (VAT excluded) =	R _____	
Subtotal	=	R _____
Less: Maximum audit fees deductible (Subtotal x 25%) =	R _____	
Total payable to the Fidelity Fund		R _____