



EUROPEAN FEDERATION OF FOUNDATION CONTRACTORS

Forum Court, Office 205
Devonshire House Business Centre
29-31 Elmfield Road
Bromley
Kent
BR1 1LT

Tel: + 44 20 8663 0948

Email: effc@effc.org

Website: www.effc.org

Crane & Partners
Leonard House
5-7 Newman Road
Bromley
Kent BR1 1RJ

30 July 2018

Dear Sirs

LETTER OF REPRESENTATION

In connection with the audit of our accounts for the year ending 31 December 2017, the officers give the following representations.

Representation

1. We acknowledge as officers our responsibilities for preparing financial statements, in accordance with the accounting policies set out in the accounts that give a true and fair view and for making accurate representations to you as auditors.
2. We confirm that all accounting records have been made available to you for the purpose of your audit, in accordance with your terms of engagement and that all the transactions undertaken by the federation have been properly reflected and recorded in the accounting records. All other records and related information, including minutes of all management and members meetings, had been made available to you. We have given you unrestricted access to persons within the federation in order to obtain audit evidence and have provided any additional information that you have requested for the purposes of your audit.
3. We confirm that significant assumptions used by us in making accounting estimates including those measured at fair value, are reasonable.
4. We confirm that all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements have been disclosed to the auditor and accounted for in accordance with the accounting policies set out in the accounts.
5. We confirm that there had been no events since the balance sheet date, which required disclosing, or which would materially affect the amounts in the financial statements, other than those already disclosed or included in the financial statements.
6. We can confirm that we are aware that a related party of the federation is a person or organisation which either (directly or indirectly) controls, has joint control of, or significantly influences the federation or vice versa and, that the federation has not entered into any related party transactions outside the normal course of business.



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7. We confirm that all related party relationships and transactions relevant to the federation have been accounted for and disclosed in accordance with the accounting policies set out in the accounts.
8. We confirm that the federation has had, at no time during the year, any arrangement, transaction or agreement to provide credit facilities (including advances and credit granted by the federation) for officers, nor to provide guarantees of any kind on behalf of the officers, except as already disclosed in the financial statements.
9. We confirm that the federation has not contracted for any capital expenditure other than as disclosed in the financial statements.
10. We confirm that we are not aware of any possible or actual instance of non-compliance with those laws and regulations which provide a legal framework within which the entity conducts its business and which are central to the entity's ability to conduct its business, except as explained to yourselves and as disclosed in the financial statements.
11. We acknowledge our responsibility for the design and implementation of internal controls to prevent and detect fraud. We confirm that we have disclosed to you the results of our risk assessment of the risk of fraud in the business.
12. We confirm that there have been no actual or suspected instances of fraud involving management or employees who have a significant role in internal control or that could have a material effect on the financial statements. We also confirm that we are not aware of any allegations of fraud by former employees, regulators or others.
13. We confirm that, having considered our expectations and intentions for the next 12 months and the availability of working capital, the federation is a going concern.
14. We confirm that, in our opinion, the effects of unadjusted misstatements are immaterial, both individually and in aggregate, to the financial statements as a whole.
15. We acknowledge our legal responsibilities regarding disclosure of information to you as auditors and confirm that:
 - so far as each officer is aware, there is no relevant audit information of which you as auditors are unaware; and
 - each officer has taken all the steps that they ought to have taken as a officer to make themselves aware of any relevant audit information and to establish that you are aware of that information.



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16. We confirm that whilst significant, outstanding debtors at the year end are actively being chased for settlement, and that no provision against these debtors are necessary.

We confirm that the above representations are made on the basis of enquiries of management and staff with relevant knowledge and expertise sufficiently to satisfy ourselves that we can properly make these representations to you and that to the best of our knowledge and belief they accurately reflect the representations made to you by the directors during the course of your audit.

Yours faithfully,

Signed on behalf of the officers of the federation by:

.....
J Candela - President

.....
Date