FINANCIAL STATEMENTS

For the year ended December 31, 2022

BIG BROTHERS BIG SISTERS OF LETHBRIDGE AND DISTRICT TABLE OF CONTENTS December 31, 2022

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INDEPENDENT AUDITOR'S REPORT

To: The Board of Directors of

Big Brothers Big Sisters of Lethbridge and District

Opinion

We have audited the financial statements of Big Brothers Big Sisters of Lethbridge and District, which comprise the statement of financial position as at December 31, 2022, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Association as at December 31, 2022, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Association in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

INDEPENDENT AUDITOR'S REPORT, continued

Auditor's Responsibilities for the Audit of the Financial Statements, continued

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Lethbridge, Alberta

March 16, 2023

Chartered Professional Accountants

Strail LJP

BIG BROTHERS BIG SISTERS OF LETHBRIDGE AND DISTRICT STATEMENT OF FINANCIAL POSITION As at December 31, 2022

	2022	2021
ASSETS		
Current Cash and cash equivalents Accounts receivable GST receivable	\$ 144,836 54,202 1,703	\$ 219,552 1,408 1,246
	200,741	222,206
Restricted cash (note 3)	150,000	150,000
Capital assets (note 4)	535,423	557,346
Cash surrender value of life insurance	11,328	10,900
	\$ 897,492	\$ 940,452
LIABILITIES AND NET ASSETS		
Current Accounts payable and accrued liabilities Government remittances payable Deferred revenue (note 5)	\$ 18,586 5,952 46,790	\$ 16,542 7,143 71,753
	71,328	95,438
Canada Emergency Business Account (note 6)	40,000	40,000
Unamortized deferred capital contributions (note 7)	164,119	172,759
	275,447	308,197
Net assets Unrestricted Invested in capital assets Internally restricted	100,742 371,303 150,000	97,669 384,586 150,000
	622,045	632,255
	\$ 897,492	\$ 940,452

STATEMENT OF OPERATIONS

For the year ended December 31, 2022

		2022		2021
Revenue				
Fundraising (schedule 1)	\$	277,263	\$	132,544
Family and Community Support Services	•	105,907	,	114,226
Donations		63,946		19,541
Grants, foundations and charities		63,304		88,375
Interest		740		257
Increase in cash surrender value of life insurance		427		364
		511,587		355,307
Expenses				
Salaries and benefits		316,721		289,429
Fundraising (schedule 1)		58,817		20,386
Office and general		30,539		24,705
Insurance		21,311		15,426
Program expenses		19,946		10,605
Utilities and telephone		11,279		10,423
Repairs and maintenance		9,734		15,295
Membership fees - Big Brothers Big Sisters Canada		8,996		8,238
Bookkeeping services		8,221		7,094
Professional fees		7,995		7,686
Travel and conferences		5,394		1,836
		498,953		411,123
Excess (deficiency) of revenue over expenses from operations		12,634		(55,816)
Other revenue Government assistance for COVID		-		95,650
Excess of revenue over expenses before expenses relating to				
capital assets		12,634		39,834
Expenses (revenue) relating to capital assets				
Amortization of capital contributions		(8,640)		(9,097)
Amortization		31,484		32,105
		22,844		23,008
(Deficiency) excess of revenue over expenses	\$	(10,210)	\$	16,826

STATEMENT OF CHANGES IN NET ASSETS For the year ended December 31, 2022

	Un	restricted	 vested in tal assets	Internally restricted	Total 2022	Total 2021
Balance, beginning of year	\$	97,669	\$ 384,586	\$ 150,000	\$ 632,255	\$ 615,429
(Deficiency) excess of revenue over expenses		(10,210)	-	-	(10,210)	16,826
Purchase of capital assets		(9,561)	9,561	-	-	-
Amortization		31,484	(31,484)	-	-	-
Amortization of capital contributions		(8,640)	8,640	-	-	<u>-</u>
Balance, end of year	\$	100,742	\$ 371,303	\$ 150,000	\$ 622,045	\$ 632,255

STATEMENT OF CASH FLOWS

For the year ended December 31, 2022

	2022	2021
Cash flows from operating activities (Deficiency) excess of revenue over expenses Adjustments for items which do not affect cash	\$ (10,210)	\$ 16,826
Amortization Amortization of capital contributions Increase in cash surrender value of life insurance	31,484 (8,640) (428)	32,105 (9,097) (364)
Forgivable portion of Canada Emergency Business Account	-	(10,000)
Change in non-cash working capital items	12,206	29,470
Accounts receivable GST Accounts payable and accrued liabilities Government remittances payable Deferred revenue	(52,794) (457) 2,044 (1,191) (24,963)	50,396 (271) 4,283 1,483 (21,703)
	(65,155)	63,658
Cash flows from investing activity Purchase of capital assets	(9,561)	(4,632)
Cash flows from financing activity Proceeds of Canada Emergency Business Account,	-	20,000
Net (decrease) increase in cash and cash equivalents	(74,716)	79,026
Cash and cash equivalents, beginning of year	369,552	290,526
Cash and cash equivalents, end of year	\$ 294,836	\$ 369,552
Cash and cash equivalents consist of: Cash and cash equivalents Restricted cash	\$ 144,836 150,000	\$ 219,552 150,000
Nestricted castr	\$ 294,836	\$ 369,552

NOTES TO THE FINANCIAL STATEMENTS For the year ended December 31, 2022

1. Nature of operations

Big Brothers Big Sisters of Lethbridge and District (the Association) is a society incorporated under the laws of Alberta. Its principal activity is providing direct service to children by matching them to adult volunteers in quality mentoring relationships. As a registered charity the organization is exempt from income tax under Section 149(1) of the Income Tax Act.

2. Significant accounting policies

These financial statements are prepared in accordance with Canadian accounting standards for not-for-profit organizations. The significant accounting policies are detailed as follows:

(a) Cash and cash equivalents

The Association includes cash on hand, funds held by financial institutions in operating accounts, cheques issued in excess of cash on hand, restricted cash and guaranteed investment certificates in the determination of cash and cash equivalents.

(b) Capital assets

Capital assets are recorded at cost. The Association provides for amortization using the declining balance method at rates designed to amortize the cost of the capital assets over their estimated useful lives. The annual amortization rates are as follows:

Buildings	5%
Office equipment	30%
Computer equipment	45%
Signs	10%

(c) Revenue recognition

The Association follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Program and fundraising revenues are recognized as income in the period the services are provided.

(d) Net assets invested in capital assets

The Association has chosen to treat net assets invested in capital assets as a separate component of net assets.

(e) Contributed services

Volunteers occasionally contribute their time to assist the Association in carrying out certain programs. Because of the difficulty of determining their value, contributed services are not recognized in the financial statements.

(f) Financial instruments

The Association initially measures its financial assets and liabilities at fair value. The Association subsequently measures all its financial assets and financial liabilities at amortized cost.

NOTES TO THE FINANCIAL STATEMENTS For the year ended December 31, 2022

2. Significant accounting policies, continued

(g) Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reported period. Actual results could differ from those estimates.

3. Restricted cash

Restricted cash comprises of funds set aside for future use as described in note 8.

4. Capital assets

			2022	2021
	Cost	Accumulated amortization	Net	Net
Land Buildings Office equipment Computer equipment Signs	\$ 24,800 626,171 62,703 24,909 8,615	\$ - 136,553 56,596 13,925 4,701	\$ 24,800 489,618 6,107 10,984 3,914	\$ 24,800 515,388 3,951 8,858 4,349
	\$ 747,198	\$ 211,775	\$ 535,423	\$ 557,346

NOTES TO THE FINANCIAL STATEMENTS For the year ended December 31, 2022

5. **Deferred revenue**

Deferred revenue represents unspent resources externally restricted for specific projects and programs that are related to a subsequent year. The balances in these funds are as follows:

		Balance, eginning of year	F	Received	Re	cognized		Balance, d of year
FCSS	\$	29,607	\$	15,000	\$	(18,107)	\$	26,500
United Way of Lethbridge &	•	ŕ		,	•	, ,	•	ŕ
Southwestern		-		1,000		(1,000)		-
Lethbridge								
Community Foundation		5,022		-		-		5,022
Scotiabank Thriving Communities Fund		E E10		6,890		(12 402)		
Community Foundation - rural		5,512		0,090		(12,402)		-
mentoring		_		10,000		(5,000)		5,000
Ted Rogers Community Grant		_		10,000		(5,000)		5,000
AGLC Restricted Raffles		16,959		28,761		(45,720)		-
МсНарру Day		9,903		11,998		(21,901)		-
Canadian Western								
Bank - mentoring		4,750		9,500		(9,500)		4,750
Golf For Kids Sake 2023		-		518		-		518
	_		_		_		_	
	\$	71,753	\$_	93,667	\$_	<u>(118,630)</u>	\$	46,790

6. Canada Emergency Business Account

	2022	2021
This loan is unsecured and non-interest bearing with no specific terms of repayment until January 2024, at which time the loan will bear interest at 5% and be repayable over three years. The		
loan is due in full in 2026.	\$ 40,000	\$ 40,000

Total assistance of \$60,000 received. Repayment of the loan before December 31, 2023 will result in forgiveness of up to \$20,000.

NOTES TO THE FINANCIAL STATEMENTS For the year ended December 31, 2022

7. Unamortized deferred capital contributions

Unamortized capital contributions represent the unamortized portion of contributions received for the purchase of capital assets. The changes for the year are as follows:

	2022	2021
Balance, beginning of year Amounts recognized	\$ 172,759 (8,640)	\$ 181,855 (9,096)
	\$ 164,119	\$ 172,759

8. Internally restricted

The Association has internally restricted \$150,000 for future capital projects. The restricted amounts are not available for other purposes without approval by the Board of Directors.

9. Funds held by others

The Lethbridge Community Foundation holds funds on behalf of Big Brothers Big Sisters of Lethbridge and District. The Association will receive investment income earned on the contributions. As at December 31, 2022, the fund balance was \$6,363 (2021 - \$7,053).

10. Financial instruments

Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The association is exposed to credit risk with respect to its accounts receivables. However, the association has a significant number of donors which minimizes concentration of credit risk.

SCHEDULE TO THE FINANCIAL STATEMENTS For the year ended December 31, 2022

Schedule of fundraising			S	chedule 1
Revenue BIG Gala	\$ 137,5	589	\$	21,464
Golf for Kids Sake Bowl for Kids Sake	98, ² 41,4			111,080 <u>-</u>
	277,2	263		132,544
Expenses				
BIG Gala	29,7	701		841
Golf for Kids Sake	16,1	151		17,816
Other fundraising	6,8	377		1,729
Bowl for Kids Sake	6,0	088		
	58,8	317		20,386
Excess of revenue over expenses	\$ 218,4	146	\$	112,158

BIG BROTHERS BIG SISTERS OF LETHBRIDGE AND DISTRICT 622 6 Avenue South Lethbridge, AB T1J 0Z3

Avail LLP 100, 530 - 8 Street South Lethbridge, AB T1J 2J8

Ladies and Gentlemen:

This representation letter is provided in connection with your audit of the financial statements of Big Brothers Big Sisters of Lethbridge and District for the year ended December 31, 2022 for the purpose of expressing an opinion as to whether the financial statements are presented fairly, in all material respects, in accordance with Canadian accounting standards for not-for-profit organizations.

In making the representations outlined below, we took the time necessary to appropriately inform ourselves on the subject matter through inquiries of entity personnel with relevant knowledge and experience, and, where appropriate, by inspecting supporting documentation.

We confirm that (to the best of our knowledge and belief):

1. Financial Statements

We have fulfilled our responsibilities, as set out in the terms of the audit engagement dated December 31, 2022 for:

- a) Preparing and fairly presenting the financial statements in accordance with Canadian accounting standards for not-for-profit organizations;
- b) Providing you with:
 - i) Access to all information of which we are aware that is relevant to the preparation of the financial statements, such as:
 - A. Accounting records, supporting data and other relevant documentation,
 - Minutes of meetings (such as shareholders, board of directors and audit committees).
 - C. Information on any other matters, of which we are aware, that is relevant to the preparation of the financial statements;
 - ii) Additional information that you have requested from us for the purpose of the audit; and
 - iii) Unrestricted access to persons within the entity from whom you determine it necessary to obtain audit evidence.
- c) Ensuring that all transactions have been recorded in the accounting records and are reflected in the financial statements; and
- d) Designing and implementing such internal control as we determined is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. We have also communicated to you any deficiencies in the design and implementation or the maintenance of internal control over financial reporting of which management is aware.

2. Fraud and Non-Compliance

We acknowledge our responsibility for the design, implementation and maintenance of internal control to prevent and detect fraud.

We have disclosed to you the results of management's assessment of the risk that the financial statements may be materially misstated as a result of fraud.

We have disclosed to you:

- a) All of our knowledge in relation to actual, alleged or suspected fraud affecting the entity's financial statements involving:
 - i) Management;
 - ii) Employees who have significant roles in internal control; or
 - iii) Others where the fraud could have a material effect on the financial statements;
- b) All of our knowledge in relation to allegations of fraud or suspected fraud communicated by employees, former employees, analysts, regulators or others;
- c) All known instances of non-compliance or suspected non-compliance with laws and regulations, including all aspects of contractual agreements that should be considered when preparing the financial statements:
- d) All known, actual, or possible litigation and claims that should be considered when preparing the financial statements: and
- e) The results of our risk assessments regarding possible fraud or error in the financial statements.

3. Related Parties

We have disclosed to you the identity of all of the entity's related-party relationships and transactions of which we are aware. All related-party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of Canadian accounting standards for not-for-profit organizations.

4. Estimates

We acknowledge our responsibility for determining the accounting estimates required for the preparation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations. Those estimates reflect our judgment based on our knowledge and experience of past and current events, and on our assumptions about conditions we expect to exist and courses of action we expect to take. We confirm that the methods, significant assumptions and the data used by us in making accounting estimates and related financial statement disclosures, including those measured at fair value, are appropriate to achieve recognition, measurement or disclosure that is in accordance with Canadian accounting standards for not-for-profit organizations.

5. Subsequent Events

All events subsequent to the date of the financial statements and for which Canadian accounting standards for not-for-profit organizations requires adjustment or disclosure have been adjusted or disclosed.

6. Going Concern

We confirm that the use of the going-concern basis of accounting in preparing the financial statements remains appropriate.

7. Commitments and Contingencies

There are no commitments, contingent liabilities/assets or guarantees (written or oral) that should be disclosed in the financial statements. This includes liabilities arising from contract terms, illegal acts or possible illegal acts, and environmental matters that would have an impact on the financial statements.

8. Adjustments

We have reviewed, approved and recorded all of your proposed adjustments to our accounting records. This includes journal entries, changes to account coding, classification of certain transactions and preparation of, or changes to, certain accounting records.

Misstatements

The effects of uncorrected misstatements are immaterial, individually and in aggregate, to the financial statements as a whole. A list of the uncorrected misstatements is attached to this letter.

10. Other Representations

Accounting Policies All significant accounting policies are disclosed in the financial statements and

are consistent with those used in the previous period.

Future Plans We have no plans or intentions that may materially affect the carrying value or

classification of assets and liabilities reflected in the financial statements

Fair values We confirm that the significant assumptions, methods and data used in arriving

at the fair values of financial instruments as measured and disclosed in the financial statements are reasonable and appropriate in the circumstances.

uncertainties

Material measurement The nature of all material measurement uncertainties has been appropriately disclosed in the financial statements, including all estimates where it is

reasonably possible that the estimate will change in the near term and the effect

of the change could be material to the financial statements.

Capital assets are recorded at cost. We have good and valid title to all capital Capital assets

assets reflected in the accounts relating thereto, and there are no liens or encumbrances on our assets. No material amounts relating to additions or improvements of capital assets were charged to expense during the year. The provision for amortization is based on the cost and expected economic useful

lives of the property.

The accounts receivable reflected in the accounts constitute valid claims Receivables

against customers or other debtors. Receivables known to be uncollectible have

been written off, and adequate provision has been made for anticipated adjustments or losses in connection with the collection of receivables.

Regulatory compliance We are up to date with all corporate filings and annual returns. This includes all

Canada Revenue Agency and HST/GST/PST returns.

We have recorded all revenue that met the following criteria: Revenue recognition

Persuasive evidence of an arrangement exists; a)

- Delivery has occurred, or services have been rendered; b)
- Price is fixed or determinable; and c)
- Collectability is reasonably assured. d)

Compliance with funding and grant agreements

We have disclosed to you all known instances of non-compliance or suspected

non-compliance with our funding and grant agreements.

Activity or conduct that would jeopardize tax-exempt status

Yours truly,

To the best of our knowledge, we are not and have not been involved in any conduct or activity that would jeopardize our tax-exempt status. Our charitable status has not been revoked.

Big Brothers Big Sisters of Lethbridge and District

Per:	(arry Mart	Board Chair Title:	Date: <u>March 16, 2023</u>
Per:	q.V-	Executive Director Title:	Date: March 16, 2023

Big Brothers Big Sisters of Lethbridge and District Unadjusted Financial Statement Misstatements For the year ended December 31, 2022

		Proposed Adjustments Dr (Cr)			
				Balance Shee	t
Unadjusted Financial Statement Misstatements	Opening Equity	Income Statement	Assets	Liabilities	Closing Equity
Subtotal	-	-	-	-	-
Income taxes	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -

	1V		Executive Director	
Per: _	1.	_ Title:	Executive Director	Date: March 16, 2023

Big Brothers Big Sisters of Lethbridge and District

622 6 Avenue South Lethbridge, AB T1J 0Z3

Avail LLP 100, 530 - 8 Street South Lethbridge, AB T1J 2J8

Ladies and Gentlemen:

I, being the manager of Big Brothers Big Sisters of Lethbridge and District, have reviewed the adjusting journal entries and reclassification entries prepared by Avail LLP for the year ended December 31, 2022 and I approve the entries prepared and accept responsibility for them.

Yours truly,

Big Brothers Big Sisters of Lethbridge and	d District	1	
Per:	Title:	ecutive Director	Date: <u>March 16, 2023</u>

Big Brothers Big Sisters of Lethbridge and District

Year End: December 31, 2022 Adjusting journal entries Date: 1/01/22 To 12/31/22

Number	Date	Name	Account No	Debit	Credit
AVL1	12/31/22	Retained Earnings	3800		6.50
AVL1	12/31/22	Bank/Credit Cards S/C	6008	6.50	
		To reconcile retained earnings.			
AVL2	12/31/22	Accumulated Depreciation Buildi	1311		25,770.00
AVL2	12/31/22	Accumulated Depreciation Sign	1316		435.00
AVL2	12/31/22	Accum Depr - Computer Equip	1321		3,503.00
AVL2	12/31/22	Accumulated Depreciation Equipm	1322		1,776.00
AVL2	12/31/22	Depreciation expense	6225	31,484.00	
		To record current year amortization.			
AVL3	12/31/22	Deferred Capital Contribution	2256	8,640.27	
AVL3	12/31/22	Amortization of deferred capital contributions	8400		8,640.27
		To recognize the deferred capital contribution into revenue.			
AVL4	12/31/22	Retained Earnings	3800		13,283.00
AVL4	12/31/22	Retain. Earnings -Fixed Assets	3805	13,283.00	
		To adjust equity invested in capital assets.			
AVL5	12/31/22	CSV Life Insurance	1330	427.37	
AVL5	12/31/22	Increase in Life Ins Policy	7015		427.37
		To adjust CSV of life insurance to actual.			
AVL6	12/31/22	Vacation Payable	2495		816.04
AVL6	12/31/22	Vacation Pay Expense	5526	816.04	
		To adjust salaries payable at yearend.			
				54,657.18	54,657.18

Net Income (Loss) -10,210.82

Prepared by Reviewed by Reviewed by

Big Brothers Big Sisters of Lethbridge and District Year End: December 31, 2022

Year End: December 31, 2022 Reclassifying journal entries Date: 1/01/22 To 12/31/22

Number	Date	Name	Account No	Debit	Credit
R1	12/31/22	CWB - Chequing (Acc't3932185)	1181		16,406.00
R1	12/31/22	Accounts Receivable	1200	16,406.00	
		To reclassify receviable from credit card company.			
R2	12/31/22	Accounts Receivable	1200		1,702.51
R2	12/31/22 GST	GST/HST Payable -Eff.July1,2017	2230	1,702.51	
		To reclassify GST out of receivables.			
				18,108.51	18,108.51

Net Income (Loss)

-10,210.82

Prepared by	Reviewed by	Reviewed by