

Independent Accountant's Report on Applying Agreed-Upon Procedures  
CARE AND MAINTENANCE TRUST FUND

To the Management of the \_\_\_\_\_  
\_\_\_\_\_, South Carolina

We have performed the procedures described below, which were agreed to by the management of the \_\_\_\_\_ (the "Company"), license number \_\_\_\_\_, solely to assist you in complying with the requirements of the South Carolina Perpetual Care Cemetery Board and to evaluate the accompanying Care and Maintenance Trust Fund Annual Reports, referred to as "Annual Reports", of the Company, prepared in accordance with the criteria specified therein, for the year ending \_\_\_\_\_, 20\_\_\_. The Company's management is responsible for the Annual Reports for the year ending \_\_\_\_\_, 20\_\_\_. The sufficiency of these procedures is solely the responsibility of the parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures enumerated below either for the purpose for which this report has been requested or for any other purpose.

The procedures and associated findings are as follows:

A. Beginning balances of Annual Reports

1. We traced the beginning balances on the Annual Reports for 20\_\_ to the ending balances of these same reports for the previous year. Any discrepancies, if applicable, are enumerated below as findings along with an explanation from management for the differences.
2. We traced the beginning balances on the Annual Reports for 20\_\_ to the beginning balances on the Care and Maintenance Trust Fund bank/brokerage statements. Any discrepancies, if applicable, are enumerated below as findings along with an explanation from management for the differences.

Our findings as a result of these procedures are as follows:

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B. Sales contracts

1.
  - a. We obtained a listing of all sales contracts of cemetery spaces exceeding \$400 that were paid in full during 20\_\_\_. We randomly selected, from each year, the greater of 10% of the number of contracts or 10 contracts that were paid in full and traced the deposits made by the Company to the Care and Maintenance Trust Fund bank/brokerage statements. We verified that the Company deposited 10% of the contract price per cemetery space sold within sixty days upon receipt of final payment. Any discrepancies, if applicable, are enumerated below as findings along with an explanation from management for the differences.

b. We obtained a listing of all sales contracts of niches exceeding \$400 that were paid in full during 20\_\_\_. We randomly selected, from each year, the greater of 10% of the number of contracts or 10 contracts that were paid in full and traced the deposits made by the Company to the Care and Maintenance Trust Fund bank/brokerage statements. We verified that the Company deposited 10% of the contract price per niche sold within sixty days upon receipt of final payment. Any discrepancies, if applicable, are enumerated below as findings along with an explanation from management for the differences.

2.

a. We obtained a listing of all sales contracts of cemetery spaces less than \$400 that were paid in full during 20\_\_\_. We randomly selected, from each year, the greater of 10% of the number of contracts or 10 contracts that were paid in full and traced the deposits made by the Company to the Care and Maintenance Trust Fund bank/brokerage statements. We verified that the Company deposited \$40 per cemetery space sold within sixty days upon receipt of final payment. Any discrepancies, if applicable, are enumerated below as findings along with an explanation from management for the differences.

b. We obtained a listing of all sales contracts of niches less than \$400 that were paid in full during 20\_\_\_. We randomly selected, from each year, the greater of 10% of the number of contracts or 10 contracts that were paid in full and traced the deposits made by the Company to the Care and Maintenance Trust Fund bank/brokerage statements. We verified that the Company deposited \$40 per niche sold within sixty days upon receipt of final payment. Any discrepancies, if applicable, are enumerated below as findings along with an explanation from management for the differences.

3. We obtained a listing of all cemetery spaces given away during 20\_\_\_. We randomly selected, from each year, the greater of 10% of the number of cemetery spaces that were given away or 10 cemetery spaces that were given away. We verified that the Company deposited the greater of 10% of the value of the cemetery space or \$40 into the Care and Maintenance Trust Fund bank account. Any discrepancies, if applicable, are enumerated below as findings along with an explanation from management for the differences.

4. We obtained a listing of all sales contracts of mausoleum crypts that were paid in full during 20\_\_\_. We randomly selected, from each year, the greater of 10% of the number of contracts or 10 contracts that were paid in full and traced the deposits made by the Company to the Care and Maintenance Trust Fund bank/brokerage statements. We verified that the Company deposited the greater of \$100 or 5% of the sales price of the mausoleum crypts sold within sixty days upon receipt of final payment. Any discrepancies, if applicable, are enumerated below as findings along with an explanation from management for the differences.

5. We obtained a listing of all sales contracts of memorials/markers that were paid in full during 20\_\_\_. We randomly selected, from each year, the greater of 10% of the number of contracts or 10 contracts that were paid in full and traced the deposits made by the Company to the Care and Maintenance Trust Fund bank/brokerage statements. We verified that the Company deposited the amount charged for Long Term Care which is a minimum of at least

eight cents per square inch for these memorials/markers within sixty days upon receipt of final payment. Any discrepancies, if applicable, are enumerated below as findings along with an explanation from management for the differences.

6. Agreed total deposits on Annual Report Care and Maintenance Trust Fund to the bank/brokerage statements.

C. Interest or other income

We traced total interest or other income on the Annual Reports for 20\_\_ to the interest or other income reported on the Care and Maintenance Trust Fund bank/brokerage statements. Any discrepancies, if applicable, are enumerated below as findings along with an explanation from management for the differences.

Our findings as a result of these procedures are as follows:

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D. Fees, expenses, refunds and withdrawals

1. We traced total fees, expenses, refunds, and withdrawals on the Annual Reports for 20\_\_ to the total reported on the Care and Maintenance Trust Fund bank/brokerage statements. Any discrepancies, if applicable, are enumerated below as findings along with an explanation from management for the differences.
2. We reviewed all fees, expenses, or withdrawals from the Care and Maintenance Trust Fund bank/brokerage statements for 20\_\_. Any decreases found that were not administration fees charged by the trustee or care and maintenance income distributions for the benefit of the cemetery have been enumerated below as findings along with an explanation from management.

Our findings as a result of these procedures are as follows:

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E. Ending balances of Annual Reports

We traced the ending balances on the Annual Reports to the ending balances on the Care and Maintenance Trust Fund bank/brokerage statements. Any discrepancies, if applicable, are enumerated below along with an explanation from management for the reconciling differences.

Our findings as a result of these procedures are as follows:

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F. Status of Prior Findings

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This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the Annual Reports for the year ending \_\_\_\_\_, 20\_\_\_. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of management of the Company and the South Carolina Perpetual Care Cemetery Board and is not intended to be, and should not be, used by anyone other than the specified parties.

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\_\_\_\_\_, South Carolina

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