

UNSECURED CREDITORS CLAIM FORM
SECTION 304(1) COMPANIES ACT 1993
(Also for use by Preferential Creditors)



<p>NAME AND POSTAL ADDRESS OF CREDITOR IN FULL: Principal Contact: E-mail Address: Telephone Number: My Reference is: (if applicable) Bank Account Number:</p>	<p>* Any personal information collected is for the purpose of administering the claims in accordance with the Companies Act 1993.</p> <p>The information will be used and retained by BDO Wellington at Level 1, 50 Customhouse Quay, Wellington 6143 and will be released to other parties only with your authorisation or in compliance with the Privacy Act 1993.</p> <p>Under s 304(1) of the Companies Act 1993 any claim by an unsecured creditor against a company in a liquidation must be made in this prescribed form and must - (a) Contain full particulars of the claim; and (b) Identify any documents that evidence or substantiate the claim.</p> <p>You may have access to and request correction of any personal information.</p> <p>(* Not applicable if creditor is not an individual entity within the meaning of the Privacy Act 1993)</p>
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NAME OF COMPANY IN LIQUIDATION: **(IN LIQUIDATION)**

I, *(Name)*.....

(If claim is made on behalf of creditor, specify relationship to creditor and authority) claim that the company was at the date of liquidation indebted to the above named creditor for the sum of *(Amount in words and figures)*:

 \$.....

STATUS OF CLAIM:

<p>1. I hold no security for the claimed amount</p> <p>2. I am surrendering the security I hold and I am claiming as an unsecured creditor</p> <p>3. I am making a preferential claim <i>(refer details on reverse of this form)</i></p>	<p>TICK</p> <table border="1" style="margin: auto;"> <tr><td style="width: 20px; height: 20px;"></td></tr> <tr><td style="width: 20px; height: 20px;"></td></tr> <tr><td style="width: 20px; height: 20px;"></td></tr> </table>			

Full particulars of the claim are set out, and any supporting documents that substantiate the claim, are identified on the reverse of this form.

(The liquidators may require the production of a document under Section 304(1)(b) of the Companies Act 1993. You are not required to attach any supporting documents at this stage, but you may attach them now, if you think it would expedite the processing of the claim.)

SIGNED:	Date:
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Warning	<p>It is an offence under Section 304(6) of the Companies Act 1993 to -</p> <ul style="list-style-type: none"> • make, or authorise the making of, a claim that is false or misleading in a material particular knowing it to be false or misleading; or • omit, or authorise the omission, from a claim of any matter knowing that the omission makes the claim false or misleading in a material particular
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<p>Received (Date Stamp)</p>	<p>RESERVED FOR OFFICE USE:</p> <p><u>Claim admitted/rejected for voting purposes:</u> (Delete one)</p> <table style="width:100%;"> <tr> <td style="width:50%;">Signed:</td> <td style="width:50%;">Date:</td> </tr> <tr> <td style="border: 1px solid black; height: 20px;"></td> <td style="border: 1px solid black; height: 20px;"></td> </tr> </table> <p><u>Claim Rejected for Payment:</u></p> <p>Or</p> <p><u>Claim Admitted for Payment:</u></p> <table style="width:100%;"> <tr> <td style="width:33%;"><i>Preferential Claim for:</i></td> <td style="width:33%;"><i>Ordinary Claim for:</i></td> <td style="width:33%;"><i>Deferred claim for:</i></td> </tr> <tr> <td style="text-align: center;">\$</td> <td style="text-align: center;">\$</td> <td style="text-align: center;">\$</td> </tr> <tr> <td style="border: 1px solid black; width: 100px; height: 20px;"></td> <td style="border: 1px solid black; width: 100px; height: 20px;"></td> <td style="border: 1px solid black; width: 100px; height: 20px;"></td> </tr> </table> <table style="width:100%; margin-top: 10px;"> <tr> <td style="width:70%;">Signed (Liquidator):</td> <td style="width:30%;">Date:</td> </tr> <tr> <td style="border: 1px solid black; height: 20px;"></td> <td style="border: 1px solid black; height: 20px;"></td> </tr> </table>	Signed:	Date:			<i>Preferential Claim for:</i>	<i>Ordinary Claim for:</i>	<i>Deferred claim for:</i>	\$	\$	\$				Signed (Liquidator):	Date:		
Signed:	Date:																	
<i>Preferential Claim for:</i>	<i>Ordinary Claim for:</i>	<i>Deferred claim for:</i>																
\$	\$	\$																
Signed (Liquidator):	Date:																	

Note: If the decision to admit or reject a claim is amended, regulation 8 of the Companies Act 1993 Liquidation Regulations 1994 requires that it be recorded in writing.

PARTICULARS OF CLAIM



Date	Details of Claim and Identification of Documents that Evidence or Substantiate the Claim	Amount \$
	<p style="text-align: center;"><i>If applicable, less any purchase money security interests in relation to goods supplied by creditor to the company [Describe goods]</i></p> <p style="text-align: center;"><i>If applicable, less debts owed by creditor to the company [Describe goods]</i></p>	

PREFERENTIAL CLAIMANTS ONLY

The Seventh Schedule of the Companies Act 1993 sets out those claims which are regarded as preferential and shows their extent and order of priority.

1. Are you claiming the full amount of your claim as preferential? Yes / No
2. If no, what part of the claim is preferential? \$.....
3. Why do you believe you are a preferential creditor?
(e.g. Employee, IRD, NZ Customs)
4. Details of your claim:

If applicable please record here your GST Registration number:

And total GST included in your claim: \$.....