



**XTRA MANAGEMENT LIMITED
(IN LIQUIDATION)**

Company number: 4732039

**Liquidators' First Report to Creditors and
Shareholders**

1. Introduction

Xtra Management Limited (In Liquidation) (“the Company”) was placed into liquidation by special resolution of the shareholders on the 29th day of October 2018 at 9:00am. Kenneth Peter Brown and Paul Thomas Manning, both Accredited Insolvency Practitioners of Tauranga, were appointed as Joint and Several Liquidators of the company.

This is a solvent voluntary liquidation.

In accordance with section 255 of the Act we report on the Company's affairs together with our proposals for conducting the liquidation.

2. Restrictions

This report is not intended for general circulation, nor is it to be reproduced or used for any purpose other than that outlined above without our written permission in each specific instance.

We do not assume any responsibility or liability for any losses occasioned to any party as a result of the circulation, publication, reproduction or use of this report contrary to the provisions of this paragraph.

We reserve the right (but will be under no obligation) to review this report and if we consider it necessary to revise the report in the light of any information existing at the date of this report which becomes known to us after that date.

3. Company information

Date of Incorporation:	25 October 2013	
Type of business:	Business Mentors	
Directors:	Jason Clifford Benton	
	Wayne Nigel Cooper	
	Kyle Tracy Denize	
	James Martin Fraser	
	Craig Thomas Henderson	
Shareholders:	Craig Thomas Henderson)	
	Elaine Betty Henderson)	Number of Shares: 216
	Delwyn Eva Denize)	
	Kyle Tracy Denize)	Number of Shares: 216
	YRW Trustees 2009 Limited)	
	Jason Clifford Benton)	
	Rebecca Mary Benton)	Number of Shares: 216
	JRB Trustee Company Limited)	
	Rachael Jan Cooper)	
	Wayne Nigel Cooper)	Number of Shares: 216
	Murray Crossman Trustee Co Ltd)	
	Emmadale Limited)	
	James Martin Fraser)	Number of Shares: 216

Jason Clifford Benton)	Number of Shares: 216
Wayne Nigel Cooper)	Number of Shares: 216
Kyle Tracy Denize)	Number of Shares: 216
James Martin Fraser)	Number of Shares: 216
Craig Thomas Henderson)	Number of Shares: 216

4. Background and reasons for liquidation

The Directors advised that following the sale of the Company's business and assets there was no further use for the Company. Accordingly a special resolution to wind up was passed by the Shareholders.

5. Statement of affairs

Attached at **Appendix 1** is the Statement of Affairs of the Company. This statement has been prepared from information provided by the company accountant and the Liquidators have no reason to doubt its accuracy.

6. Creditors

The only known creditors are the shareholders.

Unsecured creditor claims

We attach as **Appendix 2** our Public Notice which sets 10 December 2018 as the day on or before which the creditors of the Company are to make their claims, and to establish any priority their claims may have under section 312 of the Act or to be excluded from the benefit of any distribution made before the debts are claimed or from objecting to the distribution.

Please complete the Unsecured Creditor's Claim form attached as **Appendix 3** and return to us at the following address or by fax or email:

The Liquidators
Xtra Management Limited (In Liquidation)
C/- BDO Tauranga Limited
PO Box 15660
TAURANGA 3144
Email: emma.campbell@bdo.co.nz
Fax: (07) 571 6281

7. Proposals for conducting the liquidation

On expiry of the statutory notice to creditors referred to above:

- all admitted creditor claims will be settled;
- any remaining tax matters will be resolved in liaison with the Company's tax advisers;
- all remaining assets will be distributed in cash or in specie;

- a final report will be filed and we will seek to have the Company removed from the register.

8. Estimated date of completion

We anticipate the liquidation will be completed within the next 6 monthly reporting period. A final report will be filed on completion of the Liquidation.

9. Contact information

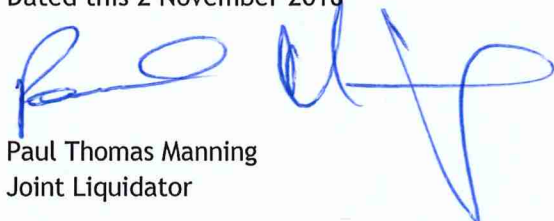
If you require any further information or if you have any information that will be of assistance to the Liquidators, please direct enquiries to:

Denise Cooper
Phone: 07 571 6280
Email: denise.cooper@bdo.co.nz

BDO Tauranga Limited
PO Box 15660
TAURANGA 3144

Level 1
525 Cameron Road
TAURANGA 3110

Dated this 2 November 2018



Paul Thomas Manning
Joint Liquidator

APPENDICES

Appendix 1 - Statement of Affairs

Statement of Assets and Liabilities as at 29 October 2018

	<i>Estimated to Realise</i> \$
Assets	
Bank	8,872
Income Tax Refund	1,330
Five Star Property Investments	6,563
	<u>16,765</u>
Less Secured Claims	0
Less Preferential Claims	0
	<u>16,765</u>
Surplus before Unsecured Creditors	16,765
Less Unsecured Creditors	
Accounts Payable	0
Shareholder Current Accounts	5,002
	<u>5,002</u>
Surplus (before costs of liquidation)	\$11,763
Equity	
Share capital	2,160
Retained earnings	9,603
	<u>\$11,763</u>

Disclaimer:

BDO Tauranga Limited has not audited this statement and they, their directors or employees, accept no liability to any other party in relying on the information presented. The purpose of the statement is to give readers an indication of the financial position of the company.

BDO Tauranga Limited



Appendix 2 - Public notice of appointment

**XTRA MANAGEMENT LIMITED (IN LIQUIDATION)
COMPANY NUMBER 4732039
("the Company")**

**NOTICE OF APPOINTMENT OF LIQUIDATORS
AND
NOTICE TO CREDITORS TO CLAIM**

**Pursuant to Section 255(2)(a) and
Liquidation Regulation 12 of the Companies Act 1993**

Kenneth Peter Brown and Paul Thomas Manning, both Accredited Insolvency Practitioners of Tauranga, were appointed joint and several liquidators of the Company by special resolution of the shareholders on 29 October 2018 at 9:00am. This is a solvent voluntary liquidation.

NOTICE is hereby given that as joint and several liquidators of the Company, we fix 10 December 2018, as the day on or before which the creditors of the Company are to make their claims, and to establish any priority their claims may have under section 312 of the Companies Act 1993 or to be excluded from the benefit of any distribution made before the debts are claimed, or as the case may be, from objecting to the distribution.

Creditors and shareholders may direct enquiries during normal business hours to:

Denise Cooper

Postal Address BDO Tauranga Limited
 PO Box 15660
 Tauranga 3144

Telephone (07) 571 6280
Facsimile (07) 571 6281
Email emma.campbell@bdo.co.nz
 <http://www.bdo.co.nz/>

Dated this 2 November 2018

Paul Thomas Manning
Joint Liquidator



Appendix 3

UNSECURED CREDITORS CLAIM FORM

Section 304(1) Companies Act 1993

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

NAME OF COMPANY: Xtra Management Limited(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:

1. I hold no security for the claimed amount 2. I am surrendering the security I hold and I am claiming as an unsecured creditor 3. I am making a preferential claim (Refer details on reverse) 4. I am claiming reservation of title rights pursuant to rights held by me (Refer details on reverse)	TICK <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
--	---

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(2) 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:
----------------	-------

Warning	It is an offence under Section 304(6) of the Companies Act 1993 to - 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
----------------	--

Received (Date Stamp)	<p>RESERVED FOR OFFICE USE: Claim admitted/rejected for voting purposes: (Delete one)</p> <table style="width:100%;"> <tr> <td style="width:50%;">Signed:</td> <td style="width:50%;">Date:</td> </tr> </table> <table style="width:100%;"> <tr> <td style="width:33%;"><u>CLAIM REJECTED FOR PAYMENT:</u></td> <td style="width:33%;">Preferential Claim for:</td> <td style="width:33%;">Ordinary Claim for</td> </tr> <tr> <td></td> <td style="text-align: center;">\$</td> <td style="text-align: center;">\$</td> </tr> </table> <table style="width:100%;"> <tr> <td style="width:33%;">or <u>CLAIM ADMITTED FOR PAYMENT:</u></td> <td style="width:33%;">Preferential Claim for:</td> <td style="width:33%;">Ordinary Claim for</td> </tr> <tr> <td></td> <td style="text-align: center;">\$</td> <td style="text-align: center;">\$</td> </tr> </table> <table style="width:100%;"> <tr> <td style="width:60%;">Signed Liquidator:</td> <td style="width:40%;">Dated</td> </tr> </table>	Signed:	Date:	<u>CLAIM REJECTED FOR PAYMENT:</u>	Preferential Claim for:	Ordinary Claim for		\$	\$	or <u>CLAIM ADMITTED FOR PAYMENT:</u>	Preferential Claim for:	Ordinary Claim for		\$	\$	Signed Liquidator:	Dated
Signed:	Date:																
<u>CLAIM REJECTED FOR PAYMENT:</u>	Preferential Claim for:	Ordinary Claim for															
	\$	\$															
or <u>CLAIM ADMITTED FOR PAYMENT:</u>	Preferential Claim for:	Ordinary Claim for															
	\$	\$															
Signed Liquidator:	Dated																



PARTICULARS OF CLAIM

If the creditor owes money to the company, please give full details

Date	Details of Claim and Identification of Documents that Evidence or Substantiate the Claim	Amount \$
	<p><i>If applicable, less any purchase money security interests in relation to goods supplied by creditor to the company [Describe goods]</i></p> <p><i>If applicable, less debts owed by creditor to the company [Describe goods]</i></p> <p>RETENTION OF TITLE CLAIMANTS ONLY Please provide details of the basis of your retention of title claim and furnish a copy of the documentation showing that such reservation of title clause is a condition of contract.</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?
(eg. 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: \$.....

Return to: BDO Tauranga Limited
PO Box 15660, Tauranga 3144
Or email: emma.campbell@bdo.co.nz