

SECURED CREDITOR'S CLAIM AND VALUATION

Section 305(4) Companies Act 1993

NAME OF COMPANY IN LIQUIDATION:	(in liquidation)
NAME AND POSTAL ADDRESS OF CREDITOR IN FULL:	
Email*:	
*email will be used for correspondence unless you tick the following box <input type="checkbox"/> I do not want correspondence by email	
Telephone Number: ()	My reference is:(if applicable)
If you wish to receive any dividend payments by electronic transfer please supply the following information:	
Account Name:	
Account Number:	
Please record your GST registration number:	
I,	
<i>(name of person completing this form, if claim is made on behalf of creditor, specify relationship to creditor and authority)</i>	
claim that after valuing the security as at the date the company was put into liquidation the abovenamed creditor is an <u>unsecured</u> creditor of the company for the sum of: <i>(Amount in words and figures)</i>	
\$	

Full particulars of the valuation, claim, and charge are set out, and any supporting documents that substantiate the claim and the charge, are identified on the reverse of this form. The Liquidator may require the production of a document under Section 305(5) 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	It is an offence under Section 305(11) 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	FOR OFFICE USE:	Signed	Date
	Claim admitted/rejected for voting purposes:	Signed	Date
	<u>CLAIM REJECTED FOR PAYMENT</u> Or <u>CLAIM ADMITTED FOR PAYMENT</u>		
	Preferential Claim for	Ordinary Claim for	Deferred Claim for
	\$	\$	\$
	Signed Liquidator		Dated
NOTE: If the decision to admit or reject a claim is amended, the Companies Act Regulations 1994 require that it be recorded in writing.			

VALUATION OF SECURITY

PARTICULARS OF THE CHARGE

Description of the charge:

Description and location of property subject to the charge:

Date charge given (or date of acquisition of property subject to the charge):

If applicable, details of registration (including date):

PARTICULARS OF THE VALUATION

Amount security valued at: \$

Particulars of valuation:

IDENTIFICATION OF ANY DOCUMENTS THAT SUBSTANTIATE THE CLAIM AND THE CHARGE

(If not already supplied in either of the above boxes)

Does your claim include interest? Yes No Amount \$ _____

Please attach evidence for the basis on which interest is included in your claim.

**Any personal information collected is for the purpose of administering the liquidation in accordance with the Companies Act 1993.*

The information will be used and retained by Trevor Laing & Associates and will be released to other parties only with your authorisation or in compliance with the Privacy Act 1993.

Under section 304 (1) of the Companies Act 1993 any claim by an unsecured creditor against a company in liquidation must be in this prescribed form and must – (a) contain full particulars 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 the creditor is not an individual within the meaning of the Privacy Act 1993).*

Please return this claim form and any supporting documentation to the Liquidator:

Trevor Laing & Associates Limited
PO Box 2468
Dunedin 9044

Or via email:
admin@trevorlaing.co.nz