

Formal Proof of Debt or Claim (General Form)

To
(name of creditor including ABN)

(if applicable, the creditor's partners names. If prepared by an employee/agent of the creditor, also insert description of the occupation of the creditor)

of _____
(address of creditor)

for	\$	and	cents (GST inclusive)	GST amount	\$

Date	Consideration	Amount (\$)	Remarks
(insert date when debt arose)	(state how the debt arose and attach supporting invoices and statements of account)	(GST inclusive)	(include details of voucher substantiating payment)

2. To my knowledge or belief, the creditor has not, nor has any person by the creditor's order, had or received any satisfaction or security for the sum or any part of it except for the following: (insert particulars of all securities held. If the securities are on the property of the company, assess the value of those securities. If any bills or other negotiable securities are held, show them in a schedule in the following form).

Date	Drawer	Acceptor	Amount (\$)	Due Date
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- ☐ I am the creditor personally.
- ☐ I am employed by the creditor and authorised in writing by the creditor to make this statement. I know that the debt was incurred for the consideration stated and that the debt, to the best of my knowledge and belief, remains unpaid and unsatisfied.
- ☐ I am the creditor's agent authorised in writing to make this statement in writing. I know the debt was incurred for the consideration stated and that the debt, to the best of my knowledge and belief, remains unpaid and unsatisfied.

Signature _____ Dated _____

Name _____

Address _____

Phone

Email

If being used for the purpose of voting at a meeting:

- a) Is the debt you are claiming assigned to you? ☐ Yes ☐ No
- b) If yes, attach written evidence of the debt, the assignment and consideration given. ☐ Attached
- c) If yes, what value of consideration did you give for the assignment
(eg, what amount did you pay for the debt?) \$ _____
- d) If yes, are you a related party creditor of the Company?
(If you are unsure contact the Liquidator) ☐ Yes ☐ No