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| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| C:\Users\Maria\AppData\Local\Microsoft\Windows\INetCacheContent.Word\Palliser-logo.jpg  PO Box 57124, Mana 5247, Wellington | | | Unsecured Creditor’s Claim  (Also for use by Preferential Creditors)  SECTION 304(1) COMPANIES ACT 1993 | | | | | |
| **NAME AND POSTAL ADDRESS OF CREDITOR IN FULL**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Telephone Numbers:  ( )  ( )  Email:  Bank Account:  Contact Person: | | | | \*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 Palliser Insolvency Limited, 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 made by an unsecured creditor against a company in liquidation must be in this prescribed form and must –   1. Contain full particulars of the claim; and 2. 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 within the meaning of the Privacy Act 1993.) | | | | |
| **NAME OF THE COMPANY IN LIQUIDATION:**  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 it was put into liquidation indebted to the abovenamed creditor for the sum of:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*\_\_\_\_\_\_*  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*\_\_\_\_\_\_*  *(Amount in words and figures)* | | | | | | | | |
| **STATUS OF CLAIM**   1. I am an unsecured creditor 2. I am surrendering the security I hold and I am claiming as an unsecured creditor 3. I am making a preferential claim (see reverse for details)   *(Omit whichever does not apply)* | | | | | |  | | |
| Signed: | | | | Date: | | | | |
| **WARNING:** | | It is an offence under Section 305(6) of the Companies Act 1993 to –   1. Make or authorise the making of, a claim that is false or misleading in a material particular knowing it to false or misleading; or 2. 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) | | **RESERVED FOR OFFICE USE:**  Claim admitted/rejected for voting purposes:  *(Delete one)* | | | Signed: | | Date: | |
| Claim rejected for payment: | | | Preferential Claim for:  $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | Ordinary Claim for:  $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| Claim admitted for payment: | | | Preferential Claim for:  $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | Ordinary Claim for:  $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| **Signed**  Liquidator: | | | | | Date: | |
| **Note:** If the decision to admit or reject a claim is amended, regulation 8 of the Companies Act 1993 Liquidation Regulations 1994 requires that it be recorded in writing. | | | | | | |
| C:\Users\Maria\AppData\Local\Microsoft\Windows\INetCacheContent.Word\Palliser-logo.jpg  PO Box 57124, Mana 5247, Wellington | | | Particulars of Claim | | | | | |
|  | | | | | |
| **Date** | **Details of Claim and Identification of Documents that Evidence or Substantiate the Claim** | | | | | | | **Amount**  **$** |
|  |  | | | | | | |  |
| **CLAIMS AGAINST INVENTORY (Romalpa Claims)(Consignment Goods)(Rentention of Title) etc.** | | | | | | | | |
| **PREFERENTIAL CLAIMANTS ONLY**  Guidelines:  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. For example, employee entitlements with some exclusions and GST and PAYE arrears owed to Inland Revenue.   1. Why do you believe you are a preferential creditor?   (eg. employee, GST, etc.) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   1. Details of your claim: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | |
| If applicable, please record your GST Registration number | | |  | | | | | |
| The total GST included in your tax invoice: | | | $ | | | | | |