

For use in Voluntary Administrations and Liquidations under the Companies Act 1993 and in Receiverships under the Receiverships Act 1993.

NAME OF DEBTOR (In case of a partnership insert full names of all partners) Liquidation  Voluntary Administration  Receivership

Name of Creditor	<input type="text"/>		
Postal Address	<input type="text"/>		
GST Number	<input type="text"/>		
Fax	<input type="text"/>	Telephone	<input type="text"/>
Email*	<input type="text"/>		

\* this will be used as your address for correspondence unless you tick this box.  I do not want email communication

I

State that as at the date of insolvency the debtor was indebted to the above named creditor

for the sum of (amount in words)

<input type="text"/>
\$

Total GST included in your claim

\$
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- That security for the payment of the whole or any part of the above amount is not held  
or  The following security or guarantee is held for the payment of the whole or any part of the above amount

Type of security / name of guarantor	<input type="text"/>		
Property secured	<input type="text"/>		
Estimated value of guarantee/property secured	\$ <input type="text"/>	Date security/guarantee given	<input type="text"/>

Please provide a reference number (eg account number) that we can quote when communicating with you about this claim:

If you wish to receive any dividend payments by electronic transfer please provide the following information:

Account name:

Account number:  /  /  /

Bank

Branch

Account number

Suffix

**Details of Debt** (Please attach supporting evidence)

Date of Supply	Description of Goods or Services Supplied	Amount \$
<input type="text"/>	<input type="text"/>	\$ .
<input type="text"/>	<input type="text"/>	\$ .
<input type="text"/>	<input type="text"/>	\$ .
<input type="text"/>	<input type="text"/>	\$ .
<input type="text"/>	<input type="text"/>	\$ .

Does your claim include interest?  Yes  No Amount: \$  Please attach evidence of the basis for this.

**WARNING:** It is an offence under S.304(6) of the Companies Act 1993 / Receiverships 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 to 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.

\*Any personal information collected is for the purposes of administering the insolvent company. The information will be used and retained by Waterstone Insolvency and will be released to other parties only with your authorisation or in compliance with the Privacy Act 1993 / Receiverships Act 1993 / the Companies Act 1993 or the corresponding Regulations. You may have access to and request correction of any personal information. You are obliged to provide this information under the Receiverships Act 1993 / Companies Act 1993. (\*Not applicable if creditor is not an individual within the meaning of the Privacy Act 1993).

Signed:

Dated:  /  /