

Deloitte Restructuring Inc. PO Box 2177 Vancouver Main Vancouver, BC V6B 3V7 Canada

Tel: 604-235-4197 Fax: 604-602-1583 www.deloitte.ca

June 13, 2022

# TO ALL KNOWN CREDITORS OF MERRITT OPERATIONS SERVICES LP AND NICOLA VALLEY OPS SERVICES INC.

Re: In the Matter of the Bankruptcies of Merritt Operations Services LP ("MOSL") and Nicola Valley Ops Services Inc. ("NVOSI", collectively with MOSL, the "Company") – Estate No. 11-254402

On June 7, 2022, MOSL and NVOSI were adjudged bankrupt by Order of the Supreme Court of British Columbia (the "Court") and Deloitte Restructuring Inc. was appointed as licensed insolvency trustee of the estates of the bankrupts (the "Trustee"). On the same day, the Court granted an additional Order that the Trustee could administer the MOSL and NVOSI estates on a consolidated basis for all purposes in carrying out its administrative duties and other responsibilities under the *Bankruptcy and Insolvency Act*, R.S.C. 1985, c. B-3, as amended.

We enclose a notice of the first meeting of creditors (the "**Meeting**") for the Company which is to be held on June 27, 2022 at 9:00 a.m. PT using the Skype webinar platform. To join the Meeting, you must register using the Skype link in the notice. We recommend that you register at least 15 minutes before the Meeting starts.

The purpose of the Meeting is to consider the affairs of the Company, affirm the appointment of the Trustee and to allow creditors the opportunity to appoint inspectors to the estate.

We also enclose with this letter:

- A copy of the statement of affairs showing the assets and liabilities of the Company as of June 7, 2022;
- A list of creditors of the Company; and
- Proof of claim and general proxy form.

To be entitled to vote at the Meeting, a creditor must lodge with the Trustee, before the Meeting, a proof of claim and, where necessary, a proxy.

Completed proof of claims and proxies should be forwarded to the Trustee to the attention of Jordan Yin at facsimile (604) 602-1583 or by email to joryin@deloitte.ca. If you require assistance with completing any of the attached documents or have any queries in relation to these proceedings, please contact Jordan Yin at telephone (604) 640-5089.

Further information and materials regarding the bankruptcy proceedings may be obtained from the Trustee's website at: https://www.insolvencies.deloitte.ca.

Yours truly,

# **DELOITTE RESTRUCTURING INC.**

In its capacity as Trustee in Bankruptcy of Merritt Operations Services LP and Nicola Valley Ops Services Inc. and not in its personal capacity

Per: Jeff Keeble, CPA, CA, CIRP, LIT, CBV

Enclosures

District of: British Columbia
Division No. 03 - Vancouver
Court No. B220203
Estate No. 11-254402

# FORM 68 Notice of Bankruptcy, First Meeting of Creditors (Subsection 102(1) of the Act)

x Original Amended

In the matter of the bankruptcy of
Merritt Operations Services LP and Nicola Valley Ops Services Inc.
of the City of Merritt, in the Province of British Columbia

Take notice that:

- 1. A bankruptcy order was made against Merritt Operations Services LP and Nicola Valley Ops Services Inc. on the 7th day of June 2022 and the undersigned, Deloitte Restructuring Inc., was appointed as trustee of the estate of the bankrupt by the Court, subject to affirmation by the creditors of the trustee's appointment or substitution of another trustee by the creditors.
- 2. The first meeting of creditors (the "Meeting") of the bankrupt will be held on the following date and time using the Skype webinar meeting platform:

Date and Time: June 27, 2022 at 9:00 AM (PT)

Skype Link: https://meet.deloitte.ca/joryin/Q626CMQT

Phone: 416-643-3390

Conference ID: 7398141

- 3. To be entitled to vote at the meeting, a creditor must file with the trustee, before the meeting, a proof of claim and, where necessary, a proxy.
- 4. Enclosed with this notice are a proof of claim form, proxy form and list of creditors with claims amounting to \$25 or more showing the amounts of their claims.
- 5. Creditors must prove their claims against the estate of the bankrupt to share in any distribution of the proceeds realized from the estate.

Dated at the City of Vancouver in the Province of British Columbia, this 14th day of June 2022.

Deloitte Restructuring Inc.

Per: Jeff Keeble, CPA, CA, CIRP, LIT, CBV

939 Granville Street Vancouver BC V6Z 1L3

Phone: (604) 669-4466 Fax: (604) 602-1583

# Creditor Mailing List

# In the matter of the bankruptcy of Merritt Operations Services LP and Nicola Valley Ops Services Inc of the City of Merritt, in the Province of British Columbia

Creditor Type	Name	Attention	Address	Claim \$
Unsecured	Fort St. James FuelCo LP (V262)		555 René-Lévesque Boulevard West Suite 1450 Montreal QC H2Z 1B1	30,351.05
	Fort St. James Operations Services LP (V261)		555 René-Lévesque Boulevard West Suite 1450 Montreal QC H2Z 1B1	118,204.83
	Merritt Fuel HoldCo Inc. (GP) (V266)		555 René-Lévesque Boulevard West Suite 1450 Montreal QC H2Z 1B1	2,352.42
	Veolia Energie International Sa (V020)		555 René-Lévesque Boulevard West Suite 1450 Montreal QC H2Z 1B1	10,385.00
	Veolia Energy Canada Inc. (V327)		555 René-Lévesque Boulevard West Suite 1450 Montreal QC H2Z 1B1	1,005,580.52
	Veolia Environnement S.A. (2000)		555 René-Lévesque Boulevard West Suite 1450 Montreal QC H2Z 1B1	8,171.49
	Veolia ES Canada Inc. (R274)		555 René-Lévesque Boulevard West Suite 1450 Montreal QC H2Z 1B1	6,953,777.29
	Veolia ES Canada Industrial Services Inc. / Veolia ES Canada Services Industriels Inc. (D499)		555 René-Lévesque Boulevard West Suite 1450 Montreal QC H2Z 1B1	59,411.86
	Veolia Infrastructure Services Canada Inc. (V271)		555 René-Lévesque Boulevard West Suite 1450 Montreal QC H2Z 1B1	208.56
	Veolia North America, LLC (2407)		555 René-Lévesque Boulevard West Suite 1450 Montreal QC H2Z 1B1	858.81
	Veolia Sante Services Montreal (V284)		555 René-Lévesque Boulevard West Suite 1450 Montreal QC H2Z 1B1	0.01
	Veolia Services Drummondville Inc. (V290)		555 René-Lévesque Boulevard West Suite 1450 Montreal QC H2Z 1B1	211.41
	Veolia Water Canada, Inc. (B015)		555 René-Lévesque Boulevard West Suite 1450 Montreal QC H2Z 1B1	569.43

June 14, 2022 Page 1/1

District	of.
DISHIP	UI,

British Columbia

Division No.

03 - Vancouver

Court No.

03 - Vancouv B220203

Estate No.

11-254402

### - Form 78 -

Statement of Affairs (Business Bankruptcy) made by an entity (Subsection 49(2) and Paragraph 158(d) of the Act / Subsections 50(2) and 62(1) of the Act)

In the matter of the bankruptcy of Merritt Operations Services LP and Nicola Valley Ops Services Inc. of the City of Merritt, in the Province of British Columbia

To the bankrupt:

You are required to carefully and accurately complete this form and the applicable attachments showing the state of your affairs on the date of the bankruptcy, on the 7th day of June 2022. When completed, this form and the applicable attachments will constitute the Statement of Affairs and must be verified by oath or solemn declaration.

# LIABILITIES (as stated and estimated by the officer)

# 1. Unsecured creditors as per list "A" 8,190,082.68 Balance of secured claims as per list "B" 0.00 Total unsecured creditors 8,190,082.68 2. Secured creditors as per list "B" 0.00 3. Preferred creditors as per list "C" 0.00 4. Contingent, trust claims or other liabilities as per list "D" estimated to be reclaimable for 0.00 Total liabilities 8,190,082.68 Surplus NIL

# ASSETS (as stated and estimated by the officer)

X Original

Amended

A lease Toron			0.00
		SA-PROPERTURE AND ADDRESS OF THE PARTY NAMED IN COLUMN ASSESSMENT OF THE PARTY NAMED I	0.00
<ol><li>Accounts receivable</li></ol>	e and other receivables, as per lis	t "E"	
Good	284,633.	37	
Doubtful		.00	
Bad	0.	.00	
	oduce		113,983.78
4. Bills of exchange, p	promissory note, etc., as per list "F	·	0.00
5. Deposits in financia	l institutions		0.00
6. Cash			0.00
	ent and plant		
	movable as per list "G"		
10. Furniture			0.00
	e insurance, etc		
	, bonds, debentures, etc.)		
13. Interests under wi	lls		0.00
	per list "H"		
If bankrupt is a corpor			
Amount of sub	scribed capital	0.00	
	n capital		
	ribed and unpaid		0.00
	roduce		
Louinato to p			0.00
	Total assets		113,983.78
	Deficiency		8,076,098.90

I, Stephane Jouzier, of the City of Paris in Ite-de-France, do swear (or solemnly declare) that this statement and the attached lists are to the best of my knowledge, a full, true and complete statement of the affairs of the Corporation on the 10th day of June 2022 and fully disclose all property of every description that is in my possession or that may devolve on me in accordance with the Act.

SWORN (or SOLEMNLY DECLARED) remotely by Stephane Jouzier stated as being located in the City of Paris in Ile-de-France before me at the City of Vancouver in the Province of British Columbia, on this 13th day of June 2022 in accordance with provincial Regulation on Administering Oath or Declaration Remotely.

Jordan Yin, Commissioner for Taking Affidavits For the

Province of British Columbia Expires February 29, 2024 Stephane Jouzier

# JORDAN K.H. YIN

A Commissioner for Taking Affidavits
Within the Province of British Columbia
PO BOX 2177 Vancouver Main
Vancouver, B.C. V6B 3V7

Appointment Expires: February 29, 2024

British Columbia 03 - Vancouver

Court No. Estate No. B220203 11-254402

FORM 78 - Continued

# In the matter of the bankruptcy of Merritt Operations Services LP and Nicola Valley Ops Services Inc. of the City of Merritt, in the Province of British Columbia List "A" Unsecured Creditors

Merritt Operations Services LP and Nicola Valley Ops Services Inc.

No.	Name of creditor	Address	Unsecured claim	Balance of claim	Total claim
1	Fort St. James FuelCo LP (V262)	555 René-Lévesque Boulevard West Suite 1450 Montreal QC H2Z 1B1	30,351.05	0.00	30,351.05
2	Fort St. James Operations Services LP (V261)	555 René-Lévesque Boulevard West Suite 1450 Montreal QC H2Z 1B1	118,204.83	0.00	118,204.83
3	Merritt Fuel HoldCo Inc. (GP) (V266)	555 René-Lévesque Boulevard West Suite 1450 Montreal QC H2Z 1B1	2,352.42	0.00	2,352.42
4	Veolia Energie International Sa (V020)	555 René-Lévesque Boulevard West Suite 1450 Montreal QC H2Z 1B1	10,385.00	0.00	10,385.00
5	Veolia Energy Canada Inc. (V327)	555 René-Léves que Boulevard West Suite 1450 Montreal QC H2Z 1B1	1,005,580.52	0.00	1,005,580.52
6	Veolia Environnement S.A. (2000)	555 René-Léves que Boulevard West Suite 1450 Montreal QC H2Z 1B1	8,171.49	0.00	8,171.49
7	Veolia ES Canada Inc. (R274)	555 René-Lévesque Boulevard West Suite 1450 Montreal QC H2Z 1B1	6,953,777.29	0.00	6,953,777.29
8	Veolia ES Canada Industrial Services Inc. / Veolia ES Canada Services Industriels Inc. (D499)	555 René-Lévesque Boulevard West Suite 1450 Montreal QC H2Z 1B1	59,411.86	0.00	59,411.86
9	Veolia Infrastructure Services Canada Inc.(V271)	555 René-Lévesque Boulevard West Suite 1450 Montreal QC H2Z 1B1	208.56	0.00	208.56
10	Veolia North America, LLC (2407)	555 René-Lévesque Boulevard West Suite 1450 Montreal QC H2Z 1B1	858.81	0.00	858.81
11	Veolia Sante Services Montreal (V284)	555 René-Lévesque Boulevard West Suite 1450 Montreal QC H2Z 1B1	0.01	0.00	0.01
12	Veolia Services Drummondville Inc. (V290)	555 René-Lévesque Boulevard West Suite 1450 Montreal QC H2Z 1B1	211.41	0.00	211.41
13	Veolia Water Canada, Inc. (B015)	555 René-Lévesque Boulevard West Suite 1450 Montreal QC H2Z 1B1	569.43	0.00	569.43
		Total:	8,190,082.68	0.00	8,190,082.68

07-Jun-2022

Date

British Columbia
03 - Vancouver

Court No. Estate No. B220203 11-254402

FORM 78 -- Continued

In the matter of the bankruptcy of

Merritt Operations Services LP and Nicola Valley Ops Services Inc.
of the City of Merritt, in the Province of British Columbia

List "B"

Secured Creditors

Merritt Operations Services LP and Nicola Valley Ops Services Inc.

No.	Name of creditor	Address	Amount of claim	Particulars of security	When given	Estimated value of security	Estimated surplus from security	Balance of claim
		0.00			0.00	0.00	0.00	

07-Jun-2022

Date

District of:

British Columbia 03 - Vancouver

Division No. Court No. Estate No.

B220203 11-254402

FORM 78 - Continued

In the matter of the bankruptcy of Merritt Operations Services LP and Nicola Valley Ops Services Inc. of the City of Merritt, in the Province of British Columbia
List \*C\*

Preferred Creditors for Wages, Rent, etc.

# Merritt Operations Services LP and Nicola Valley Ops Services Inc.

No.	Name of creditor	Address and occupation	Nature of claim	Period during which claim accrued	Amount of claim	Amount payable in full	Difference ranking for dividend
				Total:	0.00	0.00	0.00

07-Jun-2022 Date

British Columbia 03 - Vancouver B220203

Court No. Estate No.

B220203 11-254402

FORM 78 - Continued

In the matter of the bankruptcy of
Merritt Operations Services LP and Nicola Valley Ops Services Inc.
of the City of Merritt, in the Province of British Columbia
List "D"
Contingent or Other Liabilities

Merritt Operations Services LP and Nicola Valley Ops Services Inc.

No.	Name of creditor or claimant	Address and occupation	Amount of liability or claim	Amount expected to rank for dividend	Date when liability incurred	Nature of liability
		Total:	0.00	0.00		

7-Jun-2022

Date

British Columbia 03 - Vancouver B220203

Court No. Estate No.

11-254402

FORM 78 - Continued

# In the matter of the bankruptcy of Merritt Operations Services LP and Nicola Valley Ops Services Inc. of the City of Merritt, in the Province of British Columbia List "E" Debts Due to the Bankrupt

Merritt Operations Services LP and Nicola Valley Ops Services Inc.

No.	Name of debtor	Address and occupation	Nature of debt	Amount of debt (good, doubtful, bad)	Folio of ledgers or other book where particulars to be found	When contracted	Estimated to produce	Particulars of any securities held for debt
1	Cleartech Industries Inc.	C/O 939 Granville St Vancouver BC V6Z 1L3	AR	439.42 0.00 0.00		29-Apr-2022	0.00	N/A
2	CRA-GST	9755 King George Boulevard Surrey BC V3T 5E1	GST	113,983.78 0.00 0.00		29-Арг-2022	113,983.78	N/A
3	Merritt FuelCo LP (V270)	555 René-Lévesque Boulevard West Suite 1450 Montreal QC H2Z 1B1	Interco	169,572.91 0.00 0.00		29-Арг-2022	0.00	NVA
4	Merritt Green Energy LP (V277)	555 René-Lévesque Boulevard West Suite 1450 Montreal QC H2Z 1B1	Interco	519.29 0.00 0.00		29-Apr-2022	0.00	N/A
5	Nicola Valley Fuelco Inc. (V267)	555 René-Lévesque Boulevard West Suite 1450 Montreal QC H2Z 1B1	Interco	117.97 0.00 0.00		29-Apr-2022	0.00	WA
			Total:	284,633.37 0.00 0.00			113,983.78	

07-Jun-2022

British Columbia 03 - Vancouver

Court No. Estate No. B220203 11-254402

FORM 78 -- Continued

In the matter of the bankruptcy of

Merritt Operations Services LP and Nicola Valley Ops Services Inc.

of the City of Merritt, in the Province of British Columbia

List F\*

Bills of Exchange, Promissory Notes, Lien Notes, Chattel Mortgages, etc., Available as Assets

Merritt Operations Services LP and Nicola Valley Ops Services Inc.

No.	Name of all promissory, acceptors, endorsers, mortgagors, and guarantors	Address	Occupation	Amount of bill or note, etc.	Date when due	Estimated to produce	Particulars of any property held as security for payment of bill or note, etc.
	Total:			0.00		0.00	

07-Jun-2022

Date

District of: British Columbia Division No. 03 - Vancouver B220203 Court No. Estate No. 11-254402

FORM 78 - Continued

In the matter of the bankruptcy of Merritt Operations Services LP and Nicola Valley Ops Services Inc. of the City of Merritt, in the Province of British Columbia

Real Property or Immovables Owned by Bankrupt

Merritt Operations Services LP and Nicola Valley Ops Services Inc.

Description of property	Nature of bankrupt interest	In whose name does title stand	Total value	Particulars of mortgages, hypothecs, or other encumbrances (name, address, amount)	Equity or surplus
Total:			0.00		0.00

07-Jun-2022

District of: Division No. Court No.

Estate No.

British Columbia 03 - Vancouver B220203 11-254402

FORM 78 - Concluded

In the matter of the bankruptcy of

Merritt Operations Services LP and Nicola Valley Ops Services Inc.

of the City of Merritt, in the Province of British Columbia

List "H"

Property

Merritt Operations Services LP and Nicola Valley Ops Services Inc. FULL STATEMENT OF PROPERTY

Nature of property	Location	Details of property	Original cost	Estimated to produce
(a) Stock-in-trade			0.00	0.00
(b) Trade fixtures, etc.			0.00	0.00
(c) Cash in financial Institutions			0.00	0.00
(d) Cash on hand			0.00	0.00
(e) Livestock			0.00	0.00
(f) Machinery, equipment and plant			0.00	0.00
(g) Furniture			0.00	0.00
(h) Life insurance policies, RRSPs, etc.			0.00	0.00
(i) Securities			0.00	0.00
(j) Interests under wills, etc.			0.00	0.00
(k) Vehicles			0.00	0.00
(I) Taxes			0.00	0.00
(m) Other			0.00	0.00
			Total:	0.00

07-Jun-2022 Date

Court No.

B220203

File No.

11-254402

In the matter of the bankruptcy of
Merritt Operations Services LP and Nicola Valley Ops
Services Inc.
of the City of Merritt, in the Province of British
Columbia

Form 78 (Bill C-12) Statement of affairs (Business bankruptcy)

Deloitte Restructuring Inc. - Licensed Insolvency Trustee

939 Granville Street Vancouver BC V6Z 1L3 Phone: (604) 669-4466 Fax: (604) 602-1583

92.



WARNINGS:

Please submit this Proof of Claim (Form 31) to the Deloitte office administering the bankruptcy estate.

Deloitte Restructuring Inc. PO Box 2177 Vancouver Main Vancouver BC V6B 3V7

Canada

Tel: (604)640-5089 Fax: (604)602-1583 www.bankruptcy.deloitte.ca

# BANKRUPTCY AND INSOLVENCY ACT PROOF OF CLAIM FORM

Sections 50.1, subsections 65.2(4), 81.2(1), 81.3(8), 81.4(8), 102(2), 124(2) and 128(1), and paragraphs 51(1)(e) and 66.14(b) of the Act

Provide the complete address,	All notices	s or correspondence regarding this claim are to be forward	ed to the following address:		
ncluding postal code, to which any otice or correspondence is to be orwarded.	IN THE M	NATTER OF THE BANKRUPTCY OF MERRITT OPERATION	ONS SERVICES LP AND NIC	OLA VALLEY OPS SERVICES INC.	
	of the	City of Merritt, BC	, and the clai	m of(NAME OF CREDITOR)	
			••••	(NAME OF CREDITOR)	
	I,	, res	iding in the City of	in the Province of	
	DO HERE	EBY CERTIFY THAT:			
	1. I ai	m a creditor of the above-named debtor (or that I am		of	
		ave knowledge of all circumstances connected with the cla		(NAME OF CREDITOR OR REPRESENT	ATIVE)
Insure you attach a Chedule "A" consisting of elevant documents. The amount	not \$ _	te debtor was, at the date of the bankruptcy (or the date of tice of intention was filed), namely the day of as specified in the statement of acce debtor is entitled. (The attached statement of account or a	count (or affidavit ) attached a	_, and still is indebted to the above-named creditor in the <u>ind marked Schedule "A"</u> after deducting any counterclai	sum of
Schedule "A" must correspond	4. Co	omplete appropriate category:			
vith the amount on your Proof of Claim.	A.	UNSECURED CLAIM of \$ That in respect of this debt, I do not hold any assets of Regarding the amount of \$		claim a right to a priority	
ou must indicate if you are /are		Regarding the amount of \$			
ot claiming a priority. Ensure ou tick the appropriate box. Section 136 may provide a priority o certain creditors such as mployees and landlords	В.	CLAIM OF LANDLORD FOR DISCLAIMER OF A LEA	ASE of \$	nare as follows: (Attach full particulars of the claim, including	ng calculations
	C.	That in respect of this debt, I hold assets of the del	otor valued at \$ e on which the security was gi	as security, particulars of which a ven and the value at which you assess the security and at	re as follows: tach a copy of
you are a Secured Creditor, you nust provide a <u>certified</u> true copy f your <u>registered</u> security and rovide full details.	D.	CLAIM BY FARMER, FISHERMAN or AQUACULTUF That I hereby make a claim under Subsection 81.2(1) of delivery receipts.)	RIST of \$ of the Act for the unpaid amoun	nt of \$ (Attach a copy of the sales a	greement and
	E.	CLAIM BY WAGE EARNER OF  That I hereby make a claim under subsection  That I hereby make a claim under subsection  (Give full particulars of the claim, including the call	on 81.3(8) of the Act in the amount 81.4(8) of the Act in the Act	ount of \$	
	F.	CLAIM AGAINST DIRECTOR of \$  That I hereby make a claim under Subsection 50(13), which the claim is based.)	(To be filed when a particulars of which are as fol	proposal provides for the compromise of claims against direct llows: (Attach full particulars of the claim, including the calc	ctors). culations upon
Insure you indicate whether you or your company are related yo the debtor.	G.	CLAIM OF A CUSTOMER OF A BANKRUPT SECU	ity as contemplated by section	262 of the Act, particulars of which are as follows: (Give sed)	full
Provide a listing of all monies or redits received from the debtor vithin three months prior to ankruptcy.		at, to the best of my knowledge, I am ( <i>or</i> the above-named ve ( <i>or</i> has) ( <i>or</i> have not <i>or</i> has not) dealt with the debtor in	d creditor is) ( <i>or</i> am not <i>or</i> is no	,	the Act, and
nsert city, province, and date. Sign ne document and have someone vitness your signature. Insert your hone number and facsimile	sul <i>me</i>	at the following are the payments that I have received from bsection 2(1) of the Act that I have been privy to or a party eaning of section 4 of the Act or were not dealing with earn within the meaning of Section 2(1) of the Act: (Provide	to with the debtor within the thach other at arm's length, with	nree months ( <i>or, if the creditor and the debtor are related w</i> hin the 12 months) immediately before the date of the initia	vithin the
umber.	Dated at .	(CITY & PROVINCE)	, this	s day of	
		(SIGNATURE OF INDIVIDUAL COMPLETING THIS FORM)		(SIGNATURE OF WITNESS)	
		(CREDITOR'S PHONE NUMBER)		(CREDITOR'S FACSIMILE NUMBER)	

NOTE: If an affidavit is attached, it must have been made before a person qualified to take affidavits or solemn declarations.

A Trustee may, pursuant to Subsection 128(3) of the Act, redeem a security on payment to the secured creditor of the debt or the value of the security as assessed in a proof of security by the secured creditor.

# **GENERAL PROXY (with Power of Substitution)**

WHERE A CREDITOR IS A CORPORATION, THE PROXY MUST BE COMPLETED AND SIGNED IN THE CORPORATE NAME

## **PROXY**

The Bankruptcy and Insolvency Act permits a Proof of Claim to be made by a duly authorized agent of a creditor; however, this does not give such a person power to vote at the First Meeting of Creditors or to act as the proxy of the creditors.

### **GENERAL**

- A creditor may vote either in person or by proxy.
- The Trustee may be appointed as a proxy for any creditor.
- A Corporation may vote by an authorized agent at a meeting of creditors.
- Debtors may not be appointed a proxy to vote at any meeting of their creditors.
- In order for a duly authorized person to have a right to vote, they must be a creditor themselves or be the holder of a properly executed proxy, showing the name of the creditor.

# DIRECTIONS AS TO COMPLETING PROOF OF CLAIM FORM (CLAIMS NOT COMPLETED CORRECTLY IN EVERY RESPECT WILL BE RETURNED)

Every creditor who does not prove a claim is not entitled to share in any distribution. The checklist below is provided to assist you in preparing the Proof of Claim and, where required, Proxy in a complete and accurate manner. Please check each requirement.

## **GENERAL**

- The signature of a witness is required.
- This document must be signed personally by the person completing the Proof of Claim.
- Give the complete address, including postal code, where any notice or correspondence is to be forwarded.
- The amount on the Statement of Account must correspond with the amount indicated on the Proof of Claim.

# PARAGRAPH 1

- The creditor must state the full and complete legal name of the company or firm.
- If the individual completing the Proof of Claim is not the creditor himself, he must state his position or title.

## PARAGRAPH 3

The Schedule A or Statement of Account must be complete and detailed, showing the date, number and amount of all invoices
or charges, together with the date, number and amount of all creditors or payments. A Statement of Account is not complete if it
begins with an amount brought forward.

# PARAGRAPH 4

- A claim by a farmer, fisherman or aquaculturist must attach a copy of the sales agreement and delivery documents.
- Details of Section 136 are available from Deloitte upon request.

### PARAGRAPH 5

All claimants must indicate if they are / are not related to the debtor, as defined in Section 4 of the Bankruptcy and Insolvency
Act, "If you are related by blood or marriage to the bankrupt, then you should consider yourself to be a related person
pursuant to Section 4. If the bankrupt is a corporation, you would be considered to be related to it if you were a shareholder
or if your company was controlled by the same shareholders as the bankrupt corporation."

### PARAGRAPH 6

- All claimants must attach a detailed list of all payments or credits received or granted as follows:
  - Within the three months preceding the bankruptcy / proposal, in the case where the claimant and debtor are not related:
  - Within the twelve months preceding the bankruptcy / proposal, in the case where the claimant and debtor are related.