



APPOINTMENT OF PROXY

Bankruptcy Act 1966: Sections 75-25 and 75-150, Insolvency Practice Rules (Bankruptcy) 2016

Instructions and important information

If you wish to appoint a proxy to vote at the meeting, you must complete this form and provide it to the trustee at (or preferably before) the meeting of creditors.

Who can you appoint as a proxy?

You cannot appoint the regulated debtor as your proxy. You can appoint the trustee to be your proxy without having to name the trustee.

If you are appointing any other person, the name of that person needs to be specified on the form. It is insufficient to state that the proxy is an officer to be nominated by any particular individual or organisation.

It is possible to nominate more than one person to be your proxy (e.g. if you are unsure whether a particular person will be available to attend the meeting). If the first named person on the proxy form attends the meeting only that person can vote. Any other person that you may have nominated cannot vote at the meeting.

Inspection of proxies

Every person attending the meeting can inspect this form.

Adjourned meetings

Unless the proxy is revoked by you it will be valid for any adjourned meetings and the proxy can vote in the manner directed in this form at the adjourned meetings. It will not be valid for a separate meeting unless indicated in the question 'Is this proxy entitled to vote at all meetings in this administration?'

Receipt of financial incentives

You are required to disclose any financial incentive you may have received or will receive to appoint the proxy or to direct how the proxy votes. You are also required to name the person who paid or is to pay the financial incentive. A financial incentive is a payment made to you directly or indirectly and includes any agreement for forgoing a debt or part of a debt that you owe to another person.

Details of regulated debtor(s)

Name of regulated debtor 1

Administration number

Name of regulated debtor 2

Administration number

Date of meeting of creditors
(DD/MM/YYYY)

Proxy details

Name of proxy

Address

Contact number

Email address

Proxy voting entitlement

Is this proxy entitled to vote at all meetings in this administration? No Yes

Is this proxy entitled to vote on all matters arising at the meeting/s? No Yes

Note: If you select 'yes', the proxy is entitled to vote on all matters that arise at the meeting/s, whether or not those matters are listed on the agenda for the meeting/s. If you select 'no', the proxy is only entitled to vote on those matters that you specify below. If no, list all matters on which the proxy can vote (insert agenda items).

Are you directing how the proxy is to vote on any matters? No Yes

Note: You can direct how the proxy is to vote on your behalf. If you select 'yes', you must list below the matters in respect of which you want to direct the proxy, and indicate how the proxy is to vote on those matters.

Agenda item #	Brief description of matter (from agenda)	Vote (check box below)		
		For	Against	Abstain
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Details of financial incentive

Did you receive or will you receive any financial incentive:

a) in return for the appointment of this proxy? No Yes

b) to direct the proxy to vote in a particular manner? No Yes

If yes, amount of financial incentive

Other details about the incentive

Name of person or entity providing the financial incentive

ABN (if applicable)

Creditor details

Name of creditor

ABN (if applicable)

Contact number

Email address

Signature of creditor/
authorised person

Date
(DD/MM/YYYY)

Print name if an authorised person

Warning: This form is a voting document. A creditor must not knowingly or recklessly give a voting document to the trustee or controlling trustee that is false or misleading in a material particular. Penalty: imprisonment for six months s263C.