

4 March 2020

**Circular to Creditors
Notice of Intention to Declare a First and Final Dividend**

Dear Sir/Madam

**Insurance Network Services Australia Pty Limited (In Liquidation)
ACN 137 632 770 (“the Company”)**

I refer to the appointment of Andrew McCabe and I as Joint and Several Liquidators of the Company on 13 February 2020 and the Initial Notice to Creditors dated 14 February 2020.

We write to advise that we are preparing to declare a first and final dividend to creditors.

As such, please find enclosed:

- Form 548 – Notice of Intention to Declare a First Dividend
- Form 535 – Formal Proof of Debt or Claim

All unsecured creditors are required to submit a formal proof of debt form by **27 March 2020**. If you do not, we may exclude your claim from this dividend.

Should you have any queries, please contact Lachlan Minogue of this office at lminogue@wexed.com or on (02) 9210 1706.

Yours faithfully

Insurance Network Services Australia Pty Limited (In Liquidation)



Joseph Hayes
Joint and Several Liquidator

FORM 548
CORPORATIONS ACT 2001

Subregulation 5.6.65(1)

**NOTICE TO CREDITOR OR PERSON CLAIMING TO BE A CREDITOR
OF INTENTION TO DECLARE A FIRST & FINAL DIVIDEND**

INSURANCE NETWORK SERVICES AUSTRALIA PTY LIMITED
(IN LIQUIDATION)
ACN 137 632 770 ("THE COMPANY")

A first & final dividend is to be declared on 17 April 2020, for the Company.

You are required formally to prove your debt or claim on or before 27 March 2020.

If you do not, I will exclude your claim from participation, and I will proceed to make a final dividend without having regard to it.

A Formal Proof of Debt form is enclosed.

DATED this 4th day of March 2020.



Andrew McCabe
JOINT & SEVERAL LIQUIDATOR

Wexted Advisors
Level 12,
28 O'Connell Street
Sydney NSW 2000

FORMAL PROOF OF DEBT OR CLAIM (GENERAL FORM)

1. To the Joint and Several Liquidators of Insurance Network Services Australia Pty Limited (In Liquidation)
This is to state that the company was, on 13 February 2020 ⁽¹⁾ and still is, justly and truly indebted to⁽²⁾ (full name):

.....
(‘Creditor’)

.....
of (full address)

for \$ dollars and cents.

Particulars of the debt are:

Date	Consideration ⁽³⁾ state how the debt arose	Amount \$	GST included \$	Remarks ⁽⁴⁾ 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 manner of satisfaction or security for the sum or any part of it except for the following:

Insert particulars of all securities held. Where the securities are on the property of the company, assess the value of those securities. If any bills or other negotiable securities are held, specify them in a schedule in the following form:

Date	Drawer	Acceptor	Amount \$ c	Due Date

I am **not** a related creditor of the Company ⁽⁵⁾

I am a related creditor of the Company ⁽⁵⁾
relationship: _____

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

Is the debt you are claiming assigned to you?

No Yes

If yes, attach written evidence of the debt, the assignment and consideration given.

Attached

If yes, what value of consideration did you give for the assignment (eg, what amount did you pay \$ for the debt?) _____

3A.^{(6)*} 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, still remains unpaid and unsatisfied.

3B.^{(6)*} I am the creditor's agent authorised to make this statement in writing. I know that the debt was incurred and for the consideration stated and that the debt, to the best of my knowledge and belief, still remains unpaid and unsatisfied.

DATED this day of 2020

Signature of Signatory.....

NAME IN BLOCK LETTERS

Occupation

Address

See Directions overleaf for the completion of this form

OFFICE USE ONLY

POD No:		ADMIT (Voting / Dividend) - Ordinary	\$
Date Received:	/ /	ADMIT (Voting / Dividend) – Preferential	\$
Entered into CORE IPS:		Reject (Voting / Dividend)	\$
Amount per ROCAP	\$	Object or H/Over for Consideration	\$
Reason for Admitting / Rejection			
PREP BY/AUTHORISED		TOTAL PROOF	\$
DATE AUTHORISED	/ /		

Proof of Debt Form Directions

- * Strike out whichever is inapplicable.
- (1) Insert date of Court Order in winding up by the Court, or date of resolution to wind up, if a voluntary winding up.
- (2) Insert full name and address (including ABN) of the creditor and, if applicable, the creditor's partners. If prepared by an employee or agent of the creditor, also insert a description of the occupation of the creditor.
- (3) Under "Consideration" state how the debt arose, for example "goods sold and delivered to the company between the dates of", "moneys advanced in respect of the Bill of Exchange".
- (4) Under "Remarks" include details of vouchers substantiating payment.
- (5) Related Party / Entity: Director, relative of Director, related company, beneficiary of a related trust.
- (6) If the Creditor is a natural person and this proof is made by the Creditor personally. In other cases, if, for example, you are the director of a corporate Creditor or the solicitor or accountant of the Creditor, you sign this form as the Creditor's authorised agent (delete item 3A). If you are an authorised employee of the Creditor (credit manager etc), delete item 3B.

Annexures

- A. If space provided for a particular purpose in a form is insufficient to contain all the required information in relation to a particular item, the information must be set out in an annexure.
- B. An annexure to a form must:
 - (a) have an identifying mark;
 - (b) and be endorsed with the words:
 - i) "This is the annexure of *(insert number of pages)* pages marked *(insert an identifying mark)* referred to in the *(insert description of form)* signed by me/us and dated *(insert date of signing)*;
and
 - (c) be signed by each person signing the form to which the document is annexed.
- C. The pages in an annexure must be numbered consecutively.
- D. If a form has a document annexed the following particulars of the annexure must be written on the form:
 - (a) the identifying mark; and
 - (b) the number of pages.
- E. A reference to an annexure includes a document that is with a form.