

**FORMAL PROOF OF DEBT OR CLAIM (GENERAL FORM)**

To the Administrators of **Toplace Pty Ltd (Administrators Appointed)**

1. This is to state that the company was on 7 July 2023, and still is, justly and truly indebted to

\_\_\_\_\_ of \_\_\_\_\_

for \_\_\_\_\_ dollars and \_\_\_\_\_ cents

Particulars of the debt are:

Date	Consideration <i>(State how debt arose)</i>	Amount \$ c	Remarks <i>(include details of voucher substantiating payment)</i>
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2. To my knowledge or belief the creditor has not, nor has any person by the creditor's order, had or received any satisfaction or security for the sum or any part of it except for the following:

*(insert particulars of all securities held. If the securities are on the property of the company, estimate the value of those securities. If any bills or other negotiable securities are held, show them in a schedule in the following form).*

Date	Drawer	Acceptor	Amount \$ c	Due date
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\*3. 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.

\*3. I am the creditor's agent authorised in writing to make this statement in writing. I know that the debt was incurred for the consideration stated and that the debt, to the best of my knowledge and belief, remains unpaid and unsatisfied.

* Do not complete '3' if this proof is made by the creditor personally (i.e. cross out both). Otherwise cross out the one which is inapplicable.	Dated	_____
	Signature	_____
	Name	_____
	Occupation	_____
	Address	_____
	Phone Contact	_____
	Email	_____

Please return completed form by email to [toplace@dvtgroup.com.au](mailto:toplace@dvtgroup.com.au) or by mail to dVT Group, PO Box 9500, Harris Park, NSW 2150. Contact Thessa Kristianti on (02) 7209 0635 or (02) 9633 3333 with any issues.