



Building a better working world

Nomination Form – COI (if you wish to, please complete a separate COI nomination form for each relevant Rex Group company where you are a creditor)

Table with 2 columns: Nomination Form – Committee of Inspection (Section 80-55 of Schedule to the Corporations Act 2001) and Return no later than 12,00pm (AEST) on 7 August 2024 to: Ernst & Young: GPO Box 2646 Sydney NSW 2001

Indebted Company: ACN
Date of Appointment: 30 July 2024

A. Name and Contact Details of Person or Entity Entitled to Attend Meeting

1
(if entitled in a personal capacity, given name and surname; if a corporate entity, full name of company, etc)
2 of
(address)
3 Tel: 4 Email:

B. Nomination of Person as Member of Committee of Inspection if one is appointed

I/We, as named in Section A above, nominate
1
(name of person nominated as member of Committee of Inspection if one is appointed)
2
(address of person nominated as member of Committee of Inspection if one is appointed)
3
(email address of person nominated as member of Committee of Inspection if one is appointed)

C. Declaration in relation to Transactions with the Indebted Company

During the external administration, I/We, as named in Section A above, contemplate entering into the following transactions with the Indebted Company during the external administration<sup>1</sup>:

- Continuance of service and/or supply agreements as detailed below:
Potential acquisition of the business and/or assets of the Indebted Company
Other – please provide details below:

D. Signature

1 Dated:
2 Signature:
3 Name / Capacity:

## Creditor Assistance Sheet: Completing a COI Nomination Form

### Section A – Name and Contact Details of Person or Entity Entitled to Attend Meeting

1. Insert the full name of the employee, individual, sole trader, partnership, or company that the debt is owed to.
2. Insert the address of the employee, individual, sole trader, partnership, or company that the debt is owed to.
3. Insert the telephone number of the employee, individual, sole trader, partnership, or company that the debt is owed to.
4. Insert the email address of the employee, individual, sole trader, partnership, or company that the debt is owed to.

### Section B – Nomination of Person as Member of Committee of Inspection if one is appointed

1. Insert the name of the person who is being nominated by the creditor as the member of the Committee of Inspection.
2. Insert the address of the person nominated at (1).
3. Insert the email address of the person nominated at (1).

### Section C – Declaration in relation to Transactions with the Indebted Company

1. Indicate the type of transactions contemplated between the person/entity named in Section A and the Indebted Company during the external administration.

### Section D – Signature Instructions

1. Insert the date that the nomination form is being signed.
2. The form should be signed by **one** of the following persons:
  - If the debt is owed to an employee/individual, then the individual that the debt is owed to; or
  - If the debt is owed to a sole trader, then the sole trader that the debt is owed to; or
  - If the debt is owed to a partnership, then one of the partners of the partnership; or
  - If the debt is owed to a company, then a duly authorised office of the company (normally a director or secretary of the company).
3. Insert the name of the person signing the form, and note their capacity (that is, their role):
  - If the debt is owed to a sole trader, note their capacity as proprietor, eg: “[Full name], proprietor”; or
  - If the debt is owed to a partnership, note their capacity as partner, eg: “[Full name], partner of the firm named in Section A above”; or
  - If the debt is owed to a company, note their capacity as director or secretary, eg: “[Full name], director/secretary of the company named in Section A above”]