

**FUTURE OF THE
COMPANY**

The outcome of the poll was:

	Number		Value	
In favour	1	100%	\$23,040,000	100%
Against	0	0%	\$0	0%
Abstained	1		\$70,256.10	

The Chairperson declared that the resolution passed.

The Chairperson abstained from voting using General proxies by held her and her staff in relation to this resolution.

The Chairperson advised Impact Land Pty Ltd is now in Liquidation, and Joanne Dunn, John Park and Kelly-Anne Trenfield will remain as Liquidators of Impact Land Pty Ltd.

**IMPACT LAND PTY
LTD**

There being no further discussion, the Chairperson declared the meeting for Impact Land Pty Ltd closed at 12:16 PM AEST.

CLOSURE

Dated this 31st day of December 2021

Signed as a correct record.


Joanne Dunn
Chairperson

Our Ref.: BP_485873-1-3-3-2-min1

Appendix A - Meeting Attendance Register - Creditors

Company	Creditor Name	Related Party?	Name of Proxy or Attorney	Type of Proxy (General/ Specific)	Creditor Claimed Amount	Admitted to Vote for	Signature
Privium Pty Ltd	Accrue Real Estate		Blaine Hattie	General	5,000.00	5,000.00	Attended via electronic facilities
Privium Pty Ltd	Alex Kallupurackal and Jeena Kurian		Becky Cheug	Special	27,266.80	27,266.80	Attended via electronic facilities
Privium Pty Ltd	Amrit Thapaliya and Sangita Bartaula Thapaliya		Becky Cheug	Special	42,481.85	42,481.85	Attended via electronic facilities
Privium Pty Ltd	Aruldurai Thomas Wellington and Gnana Soundary Mohan Raj		Becky Cheug	Special	13,049.35	13,049.35	Attended via electronic facilities
Privium Pty Ltd	Badrani Buddhima Sunnadaniya and Kavinda Dinesh Dayananda Hewa Hakmanage		Becky Cheug	Special	13,392.40	13,392.40	Attended via electronic facilities
Privium Pty Ltd	Bansal, Harsh				16,075.55	16,075.55	Attended via electronic facilities
Privium Pty Ltd	BNY Trust Company of Australia Ltd		Anna O'Sullivan	Special	23,040,000.00	23,040,000.00	Attended via electronic facilities
Privium Pty Ltd	Buildsafe Australia Pty Ltd		Trinh Vo	Special	90,937.18	90,937.18	Attended via electronic facilities
Privium Pty Ltd	Buildsafe Newcastle		Trinh Vo	Special	201,387.53	201,387.53	Attended via electronic facilities
Privium Pty Ltd	Buildsafe Queensland		Trinh Vo	Special	378,767.51	378,767.51	Attended via electronic facilities
Privium Pty Ltd	Carnelian Projects		Kerri-Ann Hooper	Special	16,850.00	16,850.00	Attended via electronic facilities
Privium Pty Ltd	Carvajal, Julius				36,035.13	36,035.13	Attended via electronic facilities
Privium Pty Ltd	Civic Shower Screens & Wardrobes		John Goddard	Special	31,292.80	31,292.80	Attended via electronic facilities
Privium Pty Ltd	Cross, Lesa				18,269.00	18,269.00	Attended via electronic facilities
Privium Pty Ltd	DAB Air & Electrical Pty Ltd		Bradley Griffiths	General	117,874.90	117,874.90	Attended via electronic facilities
Privium Pty Ltd	Deepam Palaniswami and Sangeetha Duraisamy		Becky Cheug	Special	68,471.90	68,471.90	Attended via electronic facilities
Privium Pty Ltd	Dolinko, Nelson				16,000.00	-	Attended via electronic facilities
Privium Pty Ltd	FIIG Securities Pty Ltd		Thomas Jacquot	General	63,500.80	63,500.80	Attended via electronic facilities

Company	Creditor Name	Related Party?	Name of Proxy or Attorney	Type of Proxy (General / Specific)	Creditor Claimed Amount	Admitted to Vote for	Signature
Privium Pty Ltd	Finlaysons Timber & Hardware Pty Ltd		Sean Devota	Special	1,031,724.82	1,031,724.82	Attended via electronic facilities
Privium Pty Ltd	Guillaume Laurent Aurélien				13,400.00	13,400.00	Attended via electronic facilities
Privium Pty Ltd	Intrax Consulting Engineers Pty Ltd		Phuong Vu	General	199,823.47	199,823.47	Attended via electronic facilities
Privium Pty Ltd	Iraj Maghasedi and Fereshteh Tarighati Bozorgy		Becky Cheug	Special	58,346.95	58,346.95	Attended via electronic facilities
Privium Pty Ltd	Ishtiaq Ahmed and Sajida Ishtiaq		Becky Cheug	Special	26,448.75	26,448.75	Attended via electronic facilities
Privium Pty Ltd	JOII Limited		Shree Ram	General	314,747.89	314,747.89	Attended via electronic facilities
Privium Pty Ltd	Juhua Chen		Kevin Huang	Special	257,209.98	257,209.98	Attended via electronic facilities
Privium Pty Ltd	Julie Mao & I Nyoman Robert F S Sabar		Becky Cheug	Special	13,543.20	13,543.20	Attended via electronic facilities
Privium Pty Ltd	Kanjana Chavanadul (Moo) and Benjamaporn Chaitachwong (Benny) and Waree Jensomboon (Gibb)		Becky Cheug	Special	13,960.75	13,960.75	Attended via electronic facilities
Privium Pty Ltd	Kashif and Rozina Kashif		Becky Cheug	Special	13,352.45	13,352.45	Attended via electronic facilities
Privium Pty Ltd	Kaur, Pameljit		Becky Cheug	Special	28,580.75	28,580.75	Attended via electronic facilities
Privium Pty Ltd	Kingston Property Fund Pty Ltd		Steve Smith	Special	295,000.00	295,000.00	Attended via electronic facilities
Privium Pty Ltd	Lemlem Gidey Yfter		Becky Cheug	Special	13,253.75	13,253.75	Attended via electronic facilities
Privium Pty Ltd	Logan Concrete Sawing and Drilling		John Goddard	Special	15,932.25	15,932.25	Attended via electronic facilities
Privium Pty Ltd	Manish Bangia and Seema Bangia		Becky Cheug	Special	13,104.95	13,104.95	Attended via electronic facilities
Privium Pty Ltd	MGA Building Systems PTY LTD		Roger Sherborne	General	19,505.40	19,505.40	Attended via electronic facilities
Privium Pty Ltd	Mohammad Afzal Nawab and Afshan Sultana Nawab		Becky Cheug	Special	15,151.20	15,151.20	Attended via electronic facilities
Privium Pty Ltd	Naomi Kirigo Wamahiu		Becky Cheug	Special	12,732.85	12,732.85	Attended via electronic facilities
Privium Pty Ltd	Native Coastal Landscapes Pty Ltd		Linda Holton	General	32,086.59	32,086.59	Attended via electronic facilities

Company	Creditor Name	Related Party?	Name of Proxy or Attorney	Type of Proxy (General / Specific)	Creditor Claimed Amount	Admitted to Vote for	Signature
Privium Pty Ltd	Naveen Jawerilal Bagrecha		Becky Cheug	Special	15,014.35	15,014.35	Attended via electronic facilities
Privium Pty Ltd	Nicholas Kanakis Nerantzoulis and Irene Nerantzoulis		Becky Cheug	Special	13,564.90	13,564.90	Attended via electronic facilities
Privium Pty Ltd	Nicole Jacobson				14,200.00	14,200.00	Attended via electronic facilities
Privium Pty Ltd	Nikhilreddy Paripati and Rashmi Krishna Raju		Becky Cheug	Special	13,336.20	13,336.20	Attended via electronic facilities
Privium Pty Ltd	Pamajit Kaur and Kuldish Kaur		Becky Cheug	Special	13,901.00	13,901.00	Attended via electronic facilities
Privium Pty Ltd	Parakram Dhoj Thapa and Tripti Budhathoki Thapa		Becky Cheug	Special	13,354.25	13,354.25	Attended via electronic facilities
Privium Pty Ltd	Paranamana Pathirannehalage Olu Dunumadalawa and Krishantha Udayakumara Liyanage		Becky Cheug	Special	13,390.35	13,390.35	Attended via electronic facilities
Privium Pty Ltd	Parihar, Anurag		Becky Cheug	Special	14,980.20	14,980.20	Attended via electronic facilities
Privium Pty Ltd	Paviththiran Sivanathan		Becky Cheug	Special	45,370.00	45,370.00	Attended via electronic facilities
Privium Pty Ltd	Peeyush Sareen		Becky Cheug	Special	14,044.75	14,044.75	Attended via electronic facilities
Privium Pty Ltd	Perera, Parakkrama Dushantha		Becky Cheug	Special	14,352.45	14,352.45	Attended via electronic facilities
Privium Pty Ltd	Phillip Jonathan Darley		Becky Cheug	Special	13,670.90	13,670.90	Attended via electronic facilities
Privium Pty Ltd	Pierre-Nicolas Maizener & Alice Zhao				15,387.25	15,387.25	Attended via electronic facilities
Privium Pty Ltd	Prashan Maduranga Jayasundera Mudalige		Becky Cheug	Special	15,087.80	15,087.80	Attended via electronic facilities
Privium Pty Ltd	Premananthan Nadesan				13,080.00	13,080.00	Attended via electronic facilities
Privium Pty Ltd	Privium Assets Pty Ltd	Y	Chairperson	General	7,347,730.88	7,347,730.88	Attended via electronic facilities
Privium Pty Ltd	Priyank Dilipkumar Mistry and Krishna Priyankkumar Mistry		Becky Cheug	Special	13,136.80	13,136.80	Attended via electronic facilities
Privium Pty Ltd	Queensland Building and Construction Commission		Claude Paul	Special	56,025.55	56,025.55	Attended via electronic facilities
Privium Pty Ltd	Rahul Ratnakar Mulay and Aditi Rahul Mulay		Becky Cheug	Special	17,590.65	17,590.65	Attended via electronic facilities

Company	Creditor Name	Related Party?	Name of Proxy or Attorney	Type of Proxy (General / Specific)	Creditor Claimed Amount	Admitted to Vote for	Signature
Privium Pty Ltd	Rahul Talukdar				19,565.05	19,565.05	Attended via electronic facilities
Privium Pty Ltd	Rajendra Shrestha		Becky Cheug	Special	15,037.65	15,037.65	Attended via electronic facilities
Privium Pty Ltd	Ramiro Rosales Zamora and Yuko Ishihara		Becky Cheug	Special	26,486.80	26,486.80	Attended via electronic facilities
Privium Pty Ltd	Reshma Jamshad and Jamshad Alam		Becky Cheug	Special	12,828.90	12,828.90	Attended via electronic facilities
Privium Pty Ltd	Rimmy Dayal and Prawal Shanker Dayal		Becky Cheug	Special	12,886.55	12,886.55	Attended via electronic facilities
Privium Pty Ltd	RJF Installations		Chairperson	General	1,540.00	1,540.00	Attended via electronic facilities
Privium Pty Ltd	Ross Stanley Taylor		Becky Cheug	Special	28,467.40	28,467.40	Attended via electronic facilities
Privium Pty Ltd	Russell Craig Bond and Kate Leigh Butterworth		Becky Cheug	Special	13,281.00	13,281.00	Attended via electronic facilities
Privium Pty Ltd	Saada Issa		Becky Cheug	Special	13,759.70	13,759.70	Attended via electronic facilities
Privium Pty Ltd	Sansom, Jarrod				16,088.75	16,088.75	Attended via electronic facilities
Privium Pty Ltd	Sara Conlan & Tony Farquharson		John Goddard	Special	66,865.72	66,865.72	Attended via electronic facilities
Privium Pty Ltd	Siddharth Bahree		Becky Cheug	Special	15,852.05	15,852.05	Attended via electronic facilities
Privium Pty Ltd	Simply Wealth		Becky Cheug	Special	325,120.00	325,120.00	Attended via electronic facilities
Privium Pty Ltd	Simply Wealth Group Pty Ltd		Becky Cheug	Special	284,000.00	284,000.00	Attended via electronic facilities
Privium Pty Ltd	Singh, Babita		Becky Cheug	Special	13,173.50	13,173.50	Attended via electronic facilities
Privium Pty Ltd	Sohail Akhter		Becky Cheug	Special	16,934.35	16,934.35	Attended via electronic facilities
Privium Pty Ltd	Stephen Fisher and Diane Janette				196,191.45	196,191.45	Attended via electronic facilities
Privium Pty Ltd	Stoddart Group Pty Ltd and Others				937,665.59	-	Attended via electronic facilities
Privium Pty Ltd	Surinder Sharma				16,500.00	16,500.00	Attended via electronic facilities

Company	Creditor Name	Related Party?	Name of Proxy or Attorney	Type of Proxy (General / Specific)	Creditor Claimed Amount	Admitted to Vote for	Signature
Privium Pty Ltd	Tafadzwa Terrence Nyadongo		Becky Cheug	Special	14,336.05	14,336.05	Attended via electronic facilities
Privium Pty Ltd	Takudzwa Simbarashe Nyadongo		Becky Cheug	Special	15,169.65	15,169.65	Attended via electronic facilities
Privium Pty Ltd	Thai, Garry		Becky Cheug	Special	13,771.05	13,771.05	Attended via electronic facilities
Privium Pty Ltd	Tinotenda Tafadzwa Chinogurei		Becky Cheug	Special	13,473.05	13,473.05	Attended via electronic facilities
Privium Pty Ltd	Varughese, Anugrah Babu		Becky Cheug	Special	13,540.90	13,540.90	Attended via electronic facilities
Privium Pty Ltd	Vinayak Patil				-	-	Attended via electronic facilities
Privium Pty Ltd	VMIA		Tony Mackwell	General	60,864.60	60,864.60	Attended via electronic facilities
Privium Pty Ltd	White, Christopher James		Becky Cheug	Special	26,133.80	26,133.80	Attended via electronic facilities
Privium Pty Ltd	Zhou, Ying				25,792.35	25,792.35	Attended via electronic facilities
Privium Group Pty Ltd	BNY Trust Company of Australia Ltd		Anna O'Sullivan	Special	23,040,000.00	23,040,000.00	Attended via electronic facilities
Privium Group Pty Ltd	Privium Assets Pty Ltd	Y	Chairperson	General	3,643,988.60	3,643,988.60	Attended via electronic facilities
Privium Group Pty Ltd	PRIVIUM CIVIL PTY LTD	Y	Chairperson	General	352,751.69	352,751.69	Attended via electronic facilities
Privium Group Pty Ltd	PRIVIUM DEVELOPMENTS PTY LTD	Y	Chairperson	General	3,362,717.10	3,362,717.10	Attended via electronic facilities
Privium Group Pty Ltd	PRIVIUM PTY LTD	Y	Chairperson	General	4,128,298.50	4,128,298.50	Attended via electronic facilities
Privium Civil Pty Ltd	BNY Trust Company of Australia Ltd		Anna O'Sullivan	Special	23,040,000.00	23,040,000.00	Attended via electronic facilities
Privium Civil Pty Ltd	Privium Assets Pty Ltd	Y	Chairperson	General	1,923,037.32	1,923,037.32	Attended via electronic facilities
Privium Civil Pty Ltd	Terramap		Phuong Vu	General	13,297.25	13,297.25	Attended via electronic facilities
Privium Investments Pty Ltd	Open Gold Capital Pty Ltd	Y	Robert Harder	Special	17,842,927.14	17,842,927.14	Attended via electronic facilities
Privium Investments Pty Ltd	BNY Trust Company of Australia Ltd		Anna O'Sullivan	Special	23,040,000.00	23,040,000.00	Attended via electronic facilities

Company	Creditor Name	Related Party?	Name of Proxy or Attorney	Type of Proxy (General / Specific)	Creditor Claimed Amount	Admitted to Vote for	Signature
Privium Investments Pty Ltd	Privium Group Pty Ltd	Y	Chairperson	General	38,507,894.24	38,507,894.24	Attended via electronic facilities
Privium Assets Pty Ltd	Impact Land Pty Ltd	Y	Chairperson	General	69,684.39	69,684.39	Attended via electronic facilities
Privium Assets Pty Ltd	BNY Trust Company of Australia Ltd		Anna O'Sullivan	Special	23,040,000.00	23,040,000.00	Attended via electronic facilities
Privium Assets Pty Ltd	Privium Investments Pty Ltd	Y	Chairperson	General	40,172,067.90	40,172,067.90	Attended via electronic facilities
Privium Developments Pty Ltd	BNY Trust Company of Australia Ltd		Anna O'Sullivan	Special	23,040,000.00	23,040,000.00	Attended via electronic facilities
Privium Developments Pty Ltd	Privium Assets Pty Ltd	Y	Chairperson	General	19,589,352.17	19,589,352.17	Attended via electronic facilities
Residences on Bass Pty Ltd	Nyoka, Donvant				1,000.00	1,000.00	Attended via electronic facilities
Residences on Bass Pty Ltd	PRIVIUM DEVELOPMENTS PTY LTD	Y	Chairperson	General	1,506,753.37	1,506,753.37	Attended via electronic facilities
Residences on Bass Pty Ltd	WESTPAC BANKING CORPORATION		Michael Owens	Special	413,966.94	413,966.94	Attended via electronic facilities
Impact Land Pty Ltd	BNY Trust Company of Australia Ltd		Anna O'Sullivan	Special	23,040,000.00	23,040,000.00	Attended via electronic facilities
Impact Land Pty Ltd	Privium Group Pty Ltd	Y	Chairperson	General	70,256.10	70,256.10	Attended via electronic facilities

Appendix B - Meeting Attendance Register - Observer

	Name	Signature of Person Attending
1	Ashley Tiplady	Attended via electronic facilities
2	Brian Taylor	Attended via electronic facilities
3	Caitlyn Kelly	Attended via electronic facilities
4	Caleb James	Attended via electronic facilities
5	Carla Fairweather	Attended via electronic facilities
6	Catherine Marguerite Primrose LENZ	Attended via electronic facilities
7	Christina Pelendage-perera	Attended via electronic facilities
8	Daniel Jacobson	Attended via electronic facilities
9	Danielle Webb	Attended via electronic facilities
10	Danny Pinczewski	Attended via electronic facilities
11	David Walsh	Attended via electronic facilities
12	Debbie Clark	Attended via electronic facilities
13	Devin Powell	Attended via electronic facilities
14	Dharen Nayer	Attended via electronic facilities
15	Dolly Khanna	Attended via electronic facilities
16	Erin Millard	Attended via electronic facilities
17	Fiona Marshall	Attended via electronic facilities
18	Gary Cross	Attended via electronic facilities
19	Geshan Somanader	Attended via electronic facilities
20	Hannah Pavlidis	Attended via electronic facilities
21	James Rogers	Attended via electronic facilities
22	Jeremy Yam	Attended via electronic facilities
23	Julian Gowdie	Attended via electronic facilities
24	Kevin Heri	Attended via electronic facilities
25	Laurent Jaubert	Attended via electronic facilities
26	Maria Schandl	Attended via electronic facilities
27	Mark Varughese	Attended via electronic facilities
28	Maxine Allan	Attended via electronic facilities
29	Michael Mealy	Attended via electronic facilities
30	Michael Owens	Attended via electronic facilities
31	MurrayPringle	Attended via electronic facilities
32	Nathan Hofman	Attended via electronic facilities
33	Oliver Krumins	Attended via electronic facilities
34	Parakkrama Dushantha Perera	Attended via electronic facilities
35	Paris Galea	Attended via electronic facilities
36	Peter Lenz	Attended via electronic facilities
37	Philipp Stark	Attended via electronic facilities
38	Prem Nadesan	Attended via electronic facilities
39	Ravi Iyer	Attended via electronic facilities
40	Renee Lobb	Attended via electronic facilities
41	Rohan Balani	Attended via electronic facilities
42	Ronja Laugallies	Attended via electronic facilities
43	Rowan Hayes	Attended via electronic facilities
44	Samuel Magro	Attended via electronic facilities
45	Sandesh Pereira	Attended via electronic facilities
46	Sara flint	Attended via electronic facilities
47	Shane Jameson	Attended via electronic facilities
48	Sophie Mayo	Attended via electronic facilities
49	Steph Jiang	Attended via electronic facilities
50	Stuart Carson	Attended via electronic facilities
51	Taffny Adongo	Attended via electronic facilities
S2	Tim Klineberg	Attended via electronic facilities
S3	Vito & Katherina Fatiguso	Attended via electronic facilities
S4	Zainab Akhter	Attended via electronic facilities

Appendix C - Meeting Q&A

Creditor Name	Question	Answer
Kevin Huang	Query concerning stage of construction for their property and amount they've paid to date.	J. Dunn - advised individual questions concerning contracts should be directed to FTI Consulting.
Kevin Huang	Query if pre-payments made in relation to contract get a priority	K. Trenfield - advised no, claim will rank as an unsecured claim, and refunds are not being provide.
John Goddard	Advised they wish for the meeting to be adjourned as they believe the assessment of the validity of Bank of New York's claim is ongoing and unresolved.	J. Park - Advised the resolution would be put to creditors today for an adjournment of the meeting.
John Goddard	Queried why an independent review was sought for Bank of New York's security	J. Park -Advised it is standard practice on all appointments. As stated in Voluntary Administrators Report to Creditors, view is that BNY Trust Company of Australia's security is valid over seven (7) of the entities to secure the value of their proof of debt.
John Goddard	Queried the name of the entity which lodged the proof of debt form for ~\$23,000,000	J. Park - Advised BNY Trust Company of Australia

John Goddard	Queried who conducted the independent review of BNY Trust Company of Australia security	J. Park - Advised Mills Oakley lawyers. John Goddard disagreed with the independence of Mill Oakley lawyers and there was an exchange concerning same. An exchange ensued between John Goddard and Ashley Tiplady from Mills Oakley concerning Mills Oakley's independence and the Administrators' discussions with BNY Trust Company of Australia and their request to provide confidential security documents to other creditors.
John Goddard	Queried BNY Trust Company of Australia's position when observing Privium Pty Ltd paying a dividend in 2020 despite making a loss	J. Park - Advised they cannot speak on behalf of BNY Trust Company of Australia, but will seek clarification from them if they wish to provide it
John Goddard	Queried the assessment of the fair market value of the contracts novated to Torsion	J. Park - Advised the QBCC has assessed the financial position of Torsion, and it is not for the Administrators to comment on their assessment. An exchange ensued concerning assessing Torsion's capacity to take on the contracts, noting the QBCC are aware of the deal.
Kevin Huang	Queried the Cash at Bank figure currently	K. Trenfield - Advised cash at appointment was \$863,000, which was transferred from the pre-appointment bank accounts to the Administration accounts.
Julius Carvajal	Queried if any agreements are on foot with builders to take over NSW contracts	K. Trenfield - No interest in NSW contracts to date. She advised there is one party interested in the Victorian contracts but discussions are at a preliminary stage.

Donvant Nyoka	Queried date of insolvency, and prior audits completed, and appointment cash at bank figure.	J. Dunn - Advised preliminary view of insolvency is 31 August 2021. Advised further investigations will be undertaken during the Liquidation concerning insolvency. Cash at bank figure previously advised is just for Privium Pty Ltd
Nicole Jacobson	Raised queries concerning former officers of the Companies and their liability, recoveries of voidable transactions	J. Dunn - Advised transaction for a period of 4 years prior to appointment will be investigated, and director at time transaction of interest occurred will be looked at. Advised commerciality of identified voidable transactions will be considered. J. Park - Mentioned extensive recoveries from voidable transactions would be required for any meaningful distribution to be made possible for unsecured creditors, given the value of unsecured claims.
Rahul Talukdar	Query concerning interested parties taking over Victorian contracts, and ability to have paid deposit refunded	K. Trenfield - Advised discussion with an interested party for Victorian contracts is in preliminary stages. Homeowners owed deposits should either progress an insurance claim, or prove in the liquidation as a creditor.
Becky Cheug	Commented on the Administrators listing COVID-19 as one of the main factors for the Companies failures, and why the dividends paid by the Companies to related parties was not mentioned first.	J. Park - mentioned COVID-19 was one of the factors, amongst a number of others, that lead to the failure of the Companies. This is discussed in the Voluntary Administrators Report to Creditors. Comments were made concerning the impact of COVID-19 on the wider construction industry.

Becky Cheug	Queried legal costs incurred by the Administrators, and investigations for voidable transactions.	J Dunn - advised receipts and payments during the Voluntary Administration are included in the Report to Creditors. J. Park - Advised funding is tight. Offenses and voidable transactions identified will be reported to the Australian Securities and Investment Commission ("ASIC"), office of Fair Trade and relevant State Building Regulators to seek funding in order to pursue. Offenses investigated are concerning those stated under Corporations Act 2001, and reported to ASIC, who can refer findings to other relevant bodies for potential criminal matters
Julius Carvajal	Query concerning individual contract and contract termination	K. Trenfield - Advised them to direct their query to the dedicated Privium email address.
Surinder Sharma	Query if pre-payments made in relation to build contracts will be transferred if contract novated	K. Trenfield - Advised unlikely, and to direct their query to the dedicated Privium email address.
Pierre-Nicolas Maizener	Person query concerning personal contract	K. Trenfield - Advised them to direct their query to the dedicated Privium email address.
Jarrold Sansom	Query regarding termination of contract	K. Trenfield - Advised them to seek independent legal advice and direct their query to the dedicated Privium email address.
Danny Pinczewski	Queries concerning: 1. Nelson St Cranbourne East – did settled this week and did the Administrators recover the c. \$2.5m from settlement? 2. Has there been any further update on recoveries from PAG Group receivables? 3. Do you have any further information on the Deposit Boost asset and the likely recovery amount? 4. Has there been any	K. Trenfield - Advised: 1. Settlement delayed to early next year 2. Nothing material since Voluntary Administrators' Report to Creditors 3. Waiting on documentation 4. Looking to settle agreement early next year

	update on the Homecorp agreement?	
Mark Varughese	For those who have builds underway with Privium, do we expect that all such contracts will be novated? For any that are not, what are the next steps?	K. Trenfield - Only contracts to be novated at this stage are in relation to Torsion and HomeCorp agreements. Recommendation at this stage is to speak with insurer or contact FTI Consulting dedicated Privium email address.
Caleb James	Question about Residences on Bass Pty Ltd. Has Westpac commented in regards to their mortgage and business security charge and what their intentions are?	K. Trenfield - In discussions with Westpac regarding progress of Administration.
Sara Flint	Asked if they can sign with other builders and asked what documents are needed for them to do so.	K. Trenfield – Advised each contract needs to be looked for each homeowner. Recommended they contact the dedicated Privium email address to discuss individual situation.
Jarrold Sansom	Is there a right of termination if Companies are placed into Liquidation, and the time frame for termination	K. Trenfield – Advised a right of termination is likely to exist in liquidation. However right to terminate will depend on the State the contract was entered into, and a review will be conducted on a contract-by-contract basis. Recommended they contact the dedicated Privium email address to discuss individual situation

ASIC Published Notices



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Published notices

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Notice Details

Corporations Act 2001
Insolvency Practice Rules (Corporations) 2016
s75-40(1) and s75-140(6)

NOTICE OF RESUMED MEETING OF CREDITORS

Company details

Company: IMPACT SPECS PTY LTD
ACN: 614 365 258
Status: Administrators Appointed
Appointed: 17 November 2021

Meeting details

Notice is given that a resumed meeting of the creditors of the Company, or a resumed meeting for each of the Companies, (for multiple companies), will be held:

Location: Electronic facilities only
Meeting date: 17 January 2022
Meeting time: 10:00 AM (AEST)

(If multiple companies, see special instructions for meeting times)

Agenda

Agenda items are:

- to fix or determine the remuneration of the external administrator(s)
- to fix or determine the future remuneration of the external administrator(s)
- any other business

Proof of debt and proxies

Creditors wishing to attend are advised proofs and proxies are to be submitted to the external administrator by:

Time: 10:00 AM (AEST)
Date: 14 January 2022

Note: Proofs and proxies admitted for voting at the adjourned meeting(s) are valid for the resumed meeting(s)

Special instructions

Due to the threat of COVID-19, this meeting will be held by electronic means only and there will be no physical meeting place available.

Creditors wishing to attend and vote at the meeting must email the below forms to PriviumCreditors@fticonsulting.com on or before 10:00AM (AEST) on Friday, 14 January 2022:

22/12/2021, 16:25

IMPACT SPECS PTY LTD 614 365 258 | Voluntary Administration | Meeting | QLD | ASIC Notice Details

1. Meeting Registration Form
 2. Proof of Debt Form (if not previously lodged); and
 3. Proxy Form (for persons voting on behalf of a company or individual creditor)
- Further details will be provided following receipt of the above completed forms.

Date of Notice:

**Joanne Dunn
Administrator**

**John Park and Kelly-Anne Trenfield
Joint Appointees**

Address: 1711 Pacific Highway
Sydney NSW 1510
Contact person: John Park
Contact number: 02 9551 1234
Facsimile: 02 9551 1235
Email: john.park@impactspecs.com.au

☐ The information lodged with ASIC in this notice is accurate.

[Add To Cart](#)

Our Ref : 485873-1-3-4-n1

23 December 2021

CIRCULAR TO CREDITORS

IMPACT SPECS PTY LTD (ADMINISTRATORS APPOINTED) ACN 614 365 258

("THE COMPANY")

Dear Sir/Madam

ADJOURNED MEETING OF CREDITORS

I refer to my previous correspondence regarding the Voluntary Administration of the Company and the meeting of creditors that was convened for **Wednesday, 22 December 2021 at 10:00AM (AEST)**.

The meeting of creditors was adjourned as a quorum (the required number of attendees) was not present for the meeting to be held under IPR 75-105 and 75-140.

RECONVENED MEETING DETAILS

The adjourned meeting will be reconvened to:

Date: **Monday, 17 January 2022**

Time: **10:00 AM (AEST)**

Address: **Electronic Facilities**

A notice for the reconvened meeting is enclosed. If you provided a proof and proxy for the initial meeting that was adjourned, these are valid for the reconvened meeting and you will not need to provide them again.

However, if you did not provide a proof or proxy previously and now wish to attend you need to:

- Submit a proof of debt for voting purposes and information to substantiate your claim.
- Appoint a person – a “proxy” or person authorised under a power of attorney – to vote on your behalf at the meeting. This may be necessary if you are unable to attend the meeting, or if the creditor is a company.

FTI Consulting (Australia) Pty Limited
ABN 49 160 397 811 | ACN 160 397 811 | AFSL Authorised Representative # 001269325
Level 20, CP1 | 345 Queen Street | Brisbane QLD 4000 | Australia
Postal Address | GPO Box 3127 | Brisbane QLD 4001 | Australia
+61 7 3225 4900 telephone | +61 7 3225 4999 fax | fticonsulting.com

Liability limited by a scheme approved under Professional Standards Legislation.

- If you do not have a representative who can attend on your behalf, you may, if you wish, appoint any person, including the chairperson of the meeting, as your proxy and direct the proxy how you wish your vote to be cast. If you choose the chairperson as your proxy, the chairperson must cast your vote as directed.

Proof of debt and proxy forms are included with the notice of meeting. To facilitate the conduct of the meeting, the completed proof of debt and, if applicable, proxy forms must be returned to my office by post, fax or email by **10:00AM (AEST) on Friday, 14 January 2022**.

You can access information which may assist you on the following websites:

- ARITA at www.arita.com.au/creditors
- ASIC at <https://asic.gov.au/> (search for "insolvency information sheets").

Should you have any queries in relation to the second meeting of creditors or the voluntary administration generally, please contact this office by telephone (07) 3225 4900 or via email PrivismCreditors@fticonsulting.com.

Yours faithfully



Joanne Dunn
Administrator

NOTICE OF RECONVENED MEETING OF CREDITORS

IMPACT SPECS PTY LTD (ADMINISTRATORS APPOINTED) ACN 614 365 258

("THE COMPANY")

Notice is given that a reconvened meeting of the creditors of the Company will be held as follows:

Date: **Monday, 17 January 2022**

Time: **10:00 AM (AEST)**

Address: **Electronic Facilities**

Due to government restrictions in place with COVID-19, this meeting will only be held by electronic means and there will be no physical meeting place available.

If you wish to attend the meeting, you must return a Meeting Registration Form to our office on or before **10:00 AM (AEST) on Friday, 14 January 2022**.

A link to register for the Microsoft Teams meeting will subsequently be sent to you by email.

In accordance with ASIC's current directives, all voting will be conducted by a poll. Details regarding the polling process will be provided by email, upon receipt of the relevant forms.

Please note your name may be visible to other attendees of the meeting and in meeting documents we prepare and lodge with ASIC.

AGENDA

1. The purpose of the meeting is:
 - a) to review the report of the Administrators and their recommendation in connection with the business, property, affairs and financial circumstances of the Companies; and
 - b) for the creditors of the Companies to resolve:
 - i) the administration should end; or
 - ii) the Companies be wound up.
2. Creditors will be requested to fix the remuneration to be paid to Administrators of the Companies, calculated on a time basis for the period 17 November 2021 to 5 December 2021 (inclusive).

3. Creditors will be requested to fix the remuneration to be paid to the Administrators of the Companies, as calculated on a time basis for the period 6 December 2021 to 21 December 2021 (inclusive).
4. Any other business properly brought before the meeting.

Creditors wishing to vote at the meeting:

- ▣ who will not be attending in person or are a companies, must complete and return an Appointment of Proxy Form (attached); and
- ▣ must complete and return an Informal Proof of Debt or Claim Form (attached) if not already done so,

by no later than **10:00AM (AEST) on Friday, 14 January 2022**. Completed forms may be sent to PriviumCreditors@fticonsulting.com

Dated this 22nd day of December 2021



Joanne Dunn
Administrator

FORM - APPOINTMENT OF PROXY

IMPACT SPECS PTY LTD (ADMINISTRATORS APPOINTED) ACN 614 365 258

("THE COMPANY")

I/We _____ (name of signatory)

of _____ (creditor name)

a creditor of the company, appoint _____ (name of proxy)

of _____ (address of proxy)

or in his/her absence _____ (details of alternate proxy)

as my/our ☐ general proxy or ☐ special proxy to vote at the meeting of creditors to be held on 17 January 2022 at 10:00AM (AEST) or at any adjournment of that meeting.

If a special proxy, specify how you wish your proxy to vote for each resolution:

Voting instructions - for special proxy only	For	Against	Abstain
Resolution			
1. Future of the Company (only vote for one of the below options)			
The Administration should end.	☐	☐	☐
The Company be wound up.	☐	☐	☐
2. Voluntary Administrators' Remuneration			
The remuneration of the Voluntary Administrators of Impact Specs Pty Ltd (Administrators Appointed) ACN 614 365 258, their partners and staff, for the period 17 November 2021 to 5 December 2021 (inclusive), calculated at the hours spent at the rates detailed in the FTI Consulting Standard Rates (Corporate Finance & Restructuring Effective 1 July 2021), is approved for payment in the amount of \$25,291.00, (exclusive of GST), to be drawn from available funds immediately or as funds become available	☐	☐	☐
The remuneration of the Voluntary Administrators of Impact Specs Pty Ltd (Administrators Appointed) ACN 614 365 258, their partners and staff, for the period 6 December 2021 to 21 December 2021 (inclusive), calculated at the hours spent at the rates detailed in the FTI Consulting Standard Rates (Corporate Finance & Restructuring Effective 1 July 2021), is approved for payment in the amount of \$25,300.00, (exclusive of GST), to be drawn from available funds immediately or as funds become available	☐	☐	☐

*I/*We authorise *my/*our proxy to vote as a general proxy on resolutions other than those specified above
(delete if not required)

Dated:

.....
Name and signature of authorised person

.....
Name and signature of authorised person

CERTIFICATE OF WITNESS – only complete if the person given the proxy is blind or incapable of writing.

I, of
certify that the above instrument appointing a proxy was completed by me in the presence of and at the
request of the person appointing the proxy and read to him before he attached his signature or mark to the
instrument.

Dated:

Signature of witness:

Description:

Place of residence:

MEETING REGISTRATION FORM

SECOND MEETING OF CREDITORS

IMPACT SPECS PTY LTD (ADMINISTRATORS APPOINTED) ACN 614 365 258
("THE COMPANY")

The second meeting of creditors of the Company will be held on **Monday, 17 January 2022 at 10:00AM (AEST)**.

Attendance at the meeting is not compulsory.

Should you wish to attend the meeting, you **must** complete the following registration details and return to our office by no later than **10:00 AM (AEST)** on **Friday, 14 January 2022** to PriviumCreditors@fticonsulting.com.

Name of Creditor:

Name of proxy or attorney:
(if applicable)

Email Address:

Note: We will use this email address to send you a link to the meeting.

Phone Number:

Note: We may use this phone number to contact you before the meeting.

Signature of Creditor (or person authorised by creditor)

Once you have returned this completed form, you will be provided by email a link to register for the virtual meeting and your own unique identifier. Please ensure you have the unique identifier with you at the meeting as this is required in order to register your vote. You must have access to the internet in order to vote at the meeting.

Please also ensure you have lodged a Proof of Debt Form and Proxy Form (if applicable), otherwise you may only be an observer at the meeting and will be unable to vote.

All creditors who wish to attend the meeting are responsible for their own internet connection and the Administrators' are unable to assist with any technical requirements for the electronic meeting.

Nicole Muscat

From: Petersen, Brooke <Brooke.Petersen@fticonsulting.com>
Sent: Wednesday, 12 January 2022 4:05 PM
To: council@logan.qld.gov.au
Subject: Impact Specs Pty Ltd (Administrators Appointed) - Adjourned Meeting
Attachments: 485873-1-3-4-l1_Logan City Council.pdf; 485873-1-3-n1.pdf

Good Afternoon

Please find **attached** correspondence regarding Impact Specs Pty Ltd (Administrators Appointed).

Please further find the link to our online portal: <https://www.fticonsulting.com/creditors/privium-companies>

Should you have any queries don't hesitate to contact our office.

Kind Regards,

Brooke Petersen
Consultant, Corporate Finance & Restructuring

FTI Consulting
+61 7 3225 4936 D | +61 7 3225 4999 F
brooke.petersen@fticonsulting.com

Level 20, CP1
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Brisbane QLD 4000, Australia
www.fticonsulting.com

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PROUDLY SUPPORTING





Our Ref.: 485873-1-3-4-I1-Adjourned Meeting

12 January 2022

Logan City Council

PO Box 3226

LOGAN CITY DC QLD 4114

By Email: council@logan.qld.gov.au

Dear Sir/Madam

Re: Impact Specs Pty Ltd (Administrators Appointed) ACN 614 365 258 ("the Company")

Attendance at Reconvened Meeting of Creditors

I refer to my previous notice dated 23 December 2021 regarding the adjournment of the meeting of creditors for the Voluntary Administration of the Company, now reconvened to the following date and time:

Date: **Monday, 17 January 2022**
Time: **10:00 AM (AEST)**
Address: **Electronic Facilities**

We kindly request your presence (whether in person, or by proxy) at the abovementioned meeting of creditors to enable a quorum (the required number of attendees) and allow the meeting to be held under Insolvency Practice Rule ("IPR") 75-105 and 75-140. As there are few known creditors of the Company, a quorum will not be established without your attendance.

Under Section 439A of the Corporations Act 2001 (Cth), this meeting must be held to decide the outcome of the Voluntary Administration, with either the Administration ending or, as the Administrators recommended in their report to creditors, with the Company entering into Liquidation.

If a quorum is not attained to enable voting at the meeting, the Administrators will have no alternative but to commence a court application process, increasing the cost of the Administration and affecting the total return to creditors.

Alternatively, control of the Company would be returned back to the Director as an insolvent entity, which would not be an ideal situation for creditors.

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On this basis, we implore that you consider completing and returning the following documents to us by 9:00AM (AEST) on Monday, 17 January 2022.

I have enclosed the notice for the reconvened meeting and for attendance of the meeting you will need to:

- Submit a proof of debt for voting purposes and information to substantiate your claim.
- Appoint a person – a “proxy” or person authorised under a power of attorney – to vote on your behalf at the meeting. This may be necessary if you are unable to attend the meeting, or if the creditor is a company.
- If you do not have a representative who can attend on your behalf, you may, if you wish, appoint any person, including the chairperson of the meeting, as your proxy and direct the proxy how you wish your vote to be cast. If you choose the chairperson as your proxy, the chairperson must cast your vote as directed.

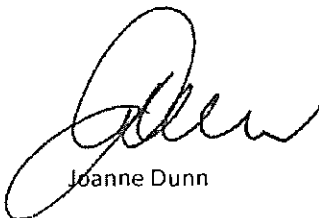
To facilitate the conduct of the meeting, the completed proof of debt and, if applicable, proxy forms must be returned to my office by post, fax or email by 9:00AM (AEST) on Monday, 17 January 2022.

You can access information which may assist you on the following websites:

- ARITA at www.arita.com.au/creditors
- ASIC at <https://asic.gov.au/> (search for “insolvency information sheets”).

Should you have any queries in relation to the second meeting of creditors or the voluntary administration generally, please contact Brooke Petersen of this office by telephone (07) 3225 4936 or via email brooke.petersen@fticonsulting.com.

Yours faithfully



Joanne Dunn
Administrator

Our Ref.: 485873-1-3-4-n1

23 December 2021

CIRCULAR TO CREDITORS

IMPACT SPECS PTY LTD (ADMINISTRATORS APPOINTED) ACN 614 365 258

("THE COMPANY")

Dear Sir/Madam

ADJOURNED MEETING OF CREDITORS

I refer to my previous correspondence regarding the Voluntary Administration of the Company and the meeting of creditors that was convened for **Wednesday, 22 December 2021 at 10:00AM (AEST)**.

The meeting of creditors was adjourned as a quorum (the required number of attendees) was not present for the meeting to be held under IPR 75-105 and 75-140.

RECONVENED MEETING DETAILS

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- Appoint a person – a “proxy” or person authorised under a power of attorney – to vote on your behalf at the meeting. This may be necessary if you are unable to attend the meeting, or if the creditor is a company.

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- If you do not have a representative who can attend on your behalf, you may, if you wish, appoint any person, including the chairperson of the meeting, as your proxy and direct the proxy how you wish your vote to be cast. If you choose the chairperson as your proxy, the chairperson must cast your vote as directed.

Proof of debt and proxy forms are included with the notice of meeting. To facilitate the conduct of the meeting, the completed proof of debt and, if applicable, proxy forms must be returned to my office by post, fax or email by **10:00AM (AEST) on Friday, 14 January 2022**.

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Should you have any queries in relation to the second meeting of creditors or the voluntary administration generally, please contact this office by telephone (07) 3225 4900 or via email PriviumCreditors@fticonsulting.com.

Yours faithfully



Joanne Dunn
Administrator

NOTICE OF RECONVENED MEETING OF CREDITORS

IMPACT SPECS PTY LTD (ADMINISTRATORS APPOINTED) ACN 614 365 258

("THE COMPANY")

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Time: **10:00 AM (AEST)**

Address: **Electronic Facilities**

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If you wish to attend the meeting, you must return a Meeting Registration Form to our office on or before **10:00 AM (AEST) on Friday, 14 January 2022**.

A link to register for the Microsoft Teams meeting will subsequently be sent to you by email.

In accordance with ASIC's current directives, all voting will be conducted by a poll. Details regarding the polling process will be provided by email, upon receipt of the relevant forms.

Please note your name may be visible to other attendees of the meeting and in meeting documents we prepare and lodge with ASIC.

AGENDA

1. The purpose of the meeting is:
 - a) to review the report of the Administrators and their recommendation in connection with the business, property, affairs and financial circumstances of the Companies; and
 - b) for the creditors of the Companies to resolve:
 - i) the administration should end; or
 - ii) the Companies be wound up.
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4. Any other business properly brought before the meeting.

Creditors wishing to vote at the meeting:

- who will not be attending in person or are a companies, must complete and return an Appointment of Proxy Form (attached); and
- must complete and return an Informal Proof of Debt or Claim Form (attached) if not already done so,

by no later than **10:00AM (AEST) on Friday, 14 January 2022**. Completed forms may be sent to PriviumCreditors@fticonsulting.com

Dated this 22nd day of December 2021



Joanne Dunn
Administrator

FORM - APPOINTMENT OF PROXY

IMPACT SPECS PTY LTD (ADMINISTRATORS APPOINTED) ACN 614 365 258

("THE COMPANY")

I/We _____ (name of signatory)

of _____ (creditor name)

a creditor of the company, appoint _____ (name of proxy)

of _____ (address of proxy)

or in his/her absence _____ (details of alternate proxy)

as my/our ☐ general proxy or ☐ special proxy to vote at the meeting of creditors to be held on 17 January 2022 at 10:00AM (AEST) or at any adjournment of that meeting.

If a special proxy, specify how you wish your proxy to vote for each resolution:

Voting instructions - for special proxy only	For	Against	Abstain
Resolution			
1. Future of the Company (only vote for one of the below options)			
The Administration should end.	☐	☐	☐
The Company be wound up.	☐	☐	☐
2. Voluntary Administrators' Remuneration			
The remuneration of the Voluntary Administrators of Impact Specs Pty Ltd (Administrators Appointed) ACN 614 365 258, their partners and staff, for the period 17 November 2021 to 5 December 2021 (inclusive), calculated at the hours spent at the rates detailed in the FTI Consulting Standard Rates (Corporate Finance & Restructuring Effective 1 July 2021), is approved for payment in the amount of \$25,291.00, (exclusive of GST), to be drawn from available funds immediately or as funds become available	☐	☐	☐
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*I/*We authorise *my/*our proxy to vote as a general proxy on resolutions other than those specified above
(delete if not required)

Dated:

.....
Name and signature of authorised person

.....
Name and signature of authorised person

CERTIFICATE OF WITNESS – only complete if the person given the proxy is blind or incapable of writing.

I, of
certify that the above instrument appointing a proxy was completed by me in the presence of and at the
request of the person appointing the proxy and read to him before he attached his signature or mark to the
instrument.

Dated:

Signature of witness:

Description:

Place of residence:

MEETING REGISTRATION FORM

SECOND MEETING OF CREDITORS

IMPACT SPECS PTY LTD (ADMINISTRATORS APPOINTED) ACN 614 365 258
("THE COMPANY")

The second meeting of creditors of the Company will be held on **Monday, 17 January 2022 at 10:00AM (AEST)**.

Attendance at the meeting is not compulsory.

Should you wish to attend the meeting, you **must** complete the following registration details and return to our office **by no later than 10:00 AM (AEST) on Friday, 14 January 2022** to PriviumCreditors@fticonsulting.com.

Name of Creditor:

Name of proxy or attorney:
(if applicable)

Email Address:

Note: We will use this email address to send you a link to the meeting.

Phone Number:

Note: We may use this phone number to contact you before the meeting.

Signature of Creditor (or person authorised by creditor)

Once you have returned this completed form, you will be provided by email a link to register for the virtual meeting and your own unique identifier. Please ensure you have the unique identifier with you at the meeting as this is required in order to register your vote. You must have access to the internet in order to vote at the meeting.

Please also ensure you have lodged a Proof of Debt Form and Proxy Form (if applicable), otherwise you may only be an observer at the meeting and will be unable to vote.

All creditors who wish to attend the meeting are responsible for their own internet connection and the Administrators' are unable to assist with any technical requirements for the electronic meeting.

Nicole Muscat

From: Petersen, Brooke <Brooke.Petersen@fticonsulting.com>
Sent: Wednesday, 12 January 2022 4:05 PM
To: council@ipswich.qld.gov.au
Subject: Impact Specs Pty Ltd (Administrators Appointed) - Adjourned Meeting
Attachments: 485873-1-3-4-l1_ipswich City Council.pdf; 485873-1-3-n1.pdf

Good Afternoon

Please find **attached** correspondence regarding Impact Specs Pty Ltd (Administrators Appointed).

Please further find the link to our online portal: <https://www.fticonsulting.com/creditors/privium-companies>

Should you have any queries don't hesitate to contact our office.

Kind Regards,

Brooke Petersen
Consultant, Corporate Finance & Restructuring

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PROUDLY SUPPORTING





Our Ref.: 485873-1-3-4-11-Adjourned Meeting

12 January 2022

Ipswich City Council
PO Box 191
IPSWICH QLD 4305

By Email: council@ipswich.qld.gov.au

Dear Sir/Madam

Re: Impact Specs Pty Ltd (Administrators Appointed) ACN 614 365 258 ("the Company")

Attendance at Reconvened Meeting of Creditors

I refer to my previous notice dated 23 December 2021 regarding the adjournment of the meeting of creditors for the Voluntary Administration of the Company, now reconvened to the following date and time:

Date: **Monday, 17 January 2022**
Time: **10:00 AM (AEST)**
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Under Section 439A of the Corporations Act 2001 (Cth), this meeting must be held to decide the outcome of the Voluntary Administration, with either the Administration ending or, as the Administrators recommended in their report to creditors, with the Company entering into Liquidation.

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Should you have any queries in relation to the second meeting of creditors or the voluntary administration generally, please contact Brooke Petersen of this office by telephone (07) 3225 4936 or via email brooke.petersen@fticonsulting.com.

Yours faithfully



Joanne Dunn
Administrator

Our Ref.: 485873-1-3-4-n1

23 December 2021

CIRCULAR TO CREDITORS

IMPACT SPECS PTY LTD (ADMINISTRATORS APPOINTED) ACN 614 365 258

("THE COMPANY")

Dear Sir/Madam

ADJOURNED MEETING OF CREDITORS

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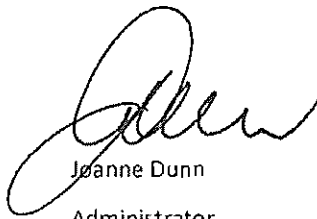
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- ARITA at www.arita.com.au/creditors
- ASIC at <https://asic.gov.au/> (search for "insolvency information sheets").

Should you have any queries in relation to the second meeting of creditors or the voluntary administration generally, please contact this office by telephone (07) 3225 4900 or via email PrivismCreditors@fticonsulting.com.

Yours faithfully



Joanne Dunn
Administrator

NOTICE OF RECONVENED MEETING OF CREDITORS

IMPACT SPECS PTY LTD (ADMINISTRATORS APPOINTED) ACN 614 365 258

("THE COMPANY")

Notice is given that a reconvened meeting of the creditors of the Company will be held as follows:

Date: Monday, 17 January 2022

Time: 10:00 AM (AEST)

Address: Electronic Facilities

Due to government restrictions in place with COVID-19, this meeting will only be held by electronic means and there will be no physical meeting place available.

If you wish to attend the meeting, you must return a Meeting Registration Form to our office on or before **10:00 AM (AEST) on Friday, 14 January 2022**.

A link to register for the Microsoft Teams meeting will subsequently be sent to you by email.

In accordance with ASIC's current directives, all voting will be conducted by a poll. Details regarding the polling process will be provided by email, upon receipt of the relevant forms.

Please note your name may be visible to other attendees of the meeting and in meeting documents we prepare and lodge with ASIC.

AGENDA

1. The purpose of the meeting is:
 - a) to review the report of the Administrators and their recommendation in connection with the business, property, affairs and financial circumstances of the Companies;
and
 - b) for the creditors of the Companies to resolve:
 - i) the administration should end; or
 - ii) the Companies be wound up.
2. Creditors will be requested to fix the remuneration to be paid to Administrators of the Companies, calculated on a time basis for the period 17 November 2021 to 5 December 2021 (inclusive).

3. Creditors will be requested to fix the remuneration to be paid to the Administrators of the Companies, as calculated on a time basis for the period 6 December 2021 to 21 December 2021 (inclusive).
4. Any other business properly brought before the meeting.

Creditors wishing to vote at the meeting:

- ☐ who will not be attending in person or are a companies, must complete and return an Appointment of Proxy Form (attached); and
- ☐ must complete and return an Informal Proof of Debt or Claim Form (attached) if not already done so,

by no later than **10:00AM (AEST) on Friday, 14 January 2022**. Completed forms may be sent to PriviumCreditors@fticonsulting.com

Dated this 22nd day of December 2021



Joanne Dunn
Administrator

FORM - APPOINTMENT OF PROXY

IMPACT SPECS PTY LTD (ADMINISTRATORS APPOINTED) ACN 614 365 258

("THE COMPANY")

I/We _____ (name of signatory)

of _____ (creditor name)

a creditor of the company, appoint _____ (name of proxy)

of _____ (address of proxy)

or in his/her absence _____ (details of alternate proxy)

as my/our ☐ general proxy or ☐ special proxy to vote at the meeting of creditors to be held on 17 January 2022 at 10:00AM (AEST) or at any adjournment of that meeting.

If a special proxy, specify how you wish your proxy to vote for each resolution:

Voting instructions - for special proxy only	For	Against	Abstain
Resolution			
1. Future of the Company (only vote for one of the below options)			
The Administration should end.	☐	☐	☐
The Company be wound up.	☐	☐	☐
2. Voluntary Administrators' Remuneration			
The remuneration of the Voluntary Administrators of Impact Specs Pty Ltd (Administrators Appointed) ACN 614 365 258, their partners and staff, for the period 17 November 2021 to 5 December 2021 (inclusive), calculated at the hours spent at the rates detailed in the FTI Consulting Standard Rates (Corporate Finance & Restructuring Effective 1 July 2021), is approved for payment in the amount of \$25,291.00, (exclusive of GST), to be drawn from available funds immediately or as funds become available	☐	☐	☐
The remuneration of the Voluntary Administrators of Impact Specs Pty Ltd (Administrators Appointed) ACN 614 365 258, their partners and staff, for the period 6 December 2021 to 21 December 2021 (inclusive), calculated at the hours spent at the rates detailed in the FTI Consulting Standard Rates (Corporate Finance & Restructuring Effective 1 July 2021), is approved for payment in the amount of \$25,300.00, (exclusive of GST), to be drawn from available funds immediately or as funds become available	☐	☐	☐

~~*/~~We authorise ~~*/~~my/~~*/~~our proxy to vote as a general proxy on resolutions other than those specified above
(delete if not required)

Dated:

.....
Name and signature of authorised person

.....
Name and signature of authorised person

CERTIFICATE OF WITNESS – only complete if the person given the proxy is blind or incapable of writing.

I, of
certify that the above instrument appointing a proxy was completed by me in the presence of and at the
request of the person appointing the proxy and read to him before he attached his signature or mark to the
instrument.

Dated:

Signature of witness:

Description:

Place of residence:

MEETING REGISTRATION FORM

SECOND MEETING OF CREDITORS

IMPACT SPECS PTY LTD (ADMINISTRATORS APPOINTED) ACN 614 365 258
("THE COMPANY")

The second meeting of creditors of the Company will be held on Monday, 17 January 2022 at 10:00AM (AEST).

Attendance at the meeting is not compulsory.

Should you wish to attend the meeting, you must complete the following registration details and return to our office by no later than 10:00 AM (AEST) on Friday, 14 January 2022 to PriviumCreditors@fticonsulting.com.

Name of Creditor:

Name of proxy or attorney:
(if applicable)

Email Address:

Note: We will use this email address to send you a link to the meeting.

Phone Number:

Note: We may use this phone number to contact you before the meeting.

Signature of Creditor (or person authorised by creditor)

Once you have returned this completed form, you will be provided by email a link to register for the virtual meeting and your own unique identifier. Please ensure you have the unique identifier with you at the meeting as this is required in order to register your vote. You must have access to the internet in order to vote at the meeting.

Please also ensure you have lodged a Proof of Debt Form and Proxy Form (if applicable), otherwise you may only be an observer at the meeting and will be unable to vote.

All creditors who wish to attend the meeting are responsible for their own internet connection and the Administrators' are unable to assist with any technical requirements for the electronic meeting.

To: Joanne Dunn
From: Brooke Petersen
Date: 13/01/2022
Re: Impact Specs Pty Ltd (Administrators Appointed) ("The Company")
Adjourned Meeting - Quorum

The only known unrelated creditors of the Company are the below councils, with rates invoices owing.

- Ipswich City Council
- Logan City Council

Privium Assets Pty Ltd, a related entity and also under the control of the Administrators of the Company, is also a creditor of the Company and has provided a proxy and POD to attend the creditors' meeting.

Under Section 439A of the Corporations Act 2001 (Cth), a meeting must be held to decide the outcome of the Voluntary Administration, with either the Administration ending or the Company entering into Liquidation. To hold the meeting of creditors a quorum (the required number of attendees) needs to be in attendance under Insolvency Practice Rule ("IPR") 75-105 and 75-140. Per IPR 75-105(2)(a), a quorum consists of at least two persons if the number of persons entitled to vote exceeds two. If a quorum is not attained to enable voting at the meeting, the Administrators will have to commence a court application process, or control of the Company would return back to the Director.

The first meeting was adjourned after a quorum was not obtained, after contacting the known creditors via email and phone on 21 December 2021. For the reconvened meeting, the known creditors of the Company were contacted again via formal letter on the 12 January 2022. On 13 January 2022 I contacted each of the creditors by phone and below is a summary of the phone conversations:

- Ipswich City Council
 - Call Time: 3:21pm on 13/01/2022
 - Phone Number: 07 3810 6666 (general admin forwarded further)
 - Contact: Carl, Recovery officer of Ipswich City Council.
 - Conversation: Carl acknowledged the previous phone call I made to him prior to original meeting on 21 December 2021, however, he again advised the team do not pursue debt collection of rates as it is a secured debt when property is sold; the Council therefore will not be attending the meeting nor provide a proof of debt in the Administration.
- Logan City Council
 - Call Time: 3:33pm on 13/01/2022
 - Phone Number: 07 3412 5230 (general admin forwarded further)
 - Contact: Recovery officer of Logan City Council.

- o Conversation: The recovery officer advised the team do not pursue debt collection of rates as it is a secured debt when property is sold, and they would therefore not be attending the meeting nor provide a proof of debt in the Administration. The recover officer acknowledged a formal letter was received regarding the quorum of the meeting, however, they would not be attending meeting.

Sighted 17/01/2022



Joanne Dunn

ASIC Published Notices



ASIC

Published notices

[Skip to contents](#)

Notice Details

Corporations Act 2001
Insolvency Practice Rules (Corporations) 2016
s75-40(1) and s75-140(6)

NOTICE OF RESUMED MEETING OF CREDITORS

Company details

Company: IMPACT SPECS PTY LTD
ACN: 614 365 258
Status: Administrator Appointed
Appointed: 17 November 2021

Meeting details

Notice is given that a resumed meeting of the creditors of the Company, or a resumed meeting for each of the Companies, (for multiple companies), will be held:

Location: Electronic facilities only
Meeting date: 08 February 2022
Meeting time: 10:00 AM (AEST)

(If multiple companies, see special instructions for meeting times)

Agenda

Agenda items are:

- to fix or determine the remuneration of the external administrator(s)
- to fix or determine the future remuneration of the external administrator(s)
- any other business

Proof of debt and proxies

Creditors wishing to attend are advised proofs and proxies are to be submitted to the external administrator by:

Time: 9:00 AM (AEST)
Date: 08 February 2022

Note: Proofs and proxies admitted for voting at the adjourned meeting(s) are valid for the resumed meeting(s)

Special instructions

Due to the threat of COVID-19, this meeting will be held by electronic means only and there will be no physical meeting place available.

Creditors wishing to attend and vote at the meeting must email the below forms to PriviumCreditors@fticonsulting.com on or before 9:00AM (AEST) on Tuesday, 8 February 2022:

1. Meeting Registration Form
 2. Proof of Debt Form (if not previously lodged), and
 3. Proxy Form (for persons voting on behalf of a company or individual creditor)
- Further details will be provided following receipt of the above completed forms.

Date of Notice: 17 January 2022

Joanne Dunn
Administrator

John Park and Kelly-Anne Trenfield
Joint Appointees

Address: 3/11-13/15
Contact person: John Park
Contact number: 08 9411 1111
Facsimile: 08 9411 1111
E-mail: john.park@impactspecs.com.au

Our Ref.: 485873-1-3-n2

17 January 2022

CIRCULAR TO CREDITORS

**IMPACT SPECS PTY LTD (ADMINISTRATORS APPOINTED) ACN 614 365 258
("THE COMPANY")**

Dear Sir/Madam

ADJOURNED MEETING OF CREDITORS

I refer to my previous correspondence regarding the Voluntary Administration of the Company and the meeting of creditors that was reconvened for **Monday, 17 January 2022 at 10:00AM (AEST)**.

The meeting of creditors was adjourned as a quorum (the required number of attendees) was not present for the meeting to be held under IPR 75-105 and 75-140.

RECONVENED MEETING DETAILS

The adjourned meeting will again be reconvened to:

Date: **Tuesday, 8 February 2022**

Time: **10:00 AM (AEST)**

Address: **Electronic Facilities**

A notice for the reconvened meeting is **enclosed**. If you provided a proof and proxy for the initial meeting that was adjourned, these are valid for the reconvened meeting and you will not need to provide them again.

However, if you did not provide a proof or proxy previously and now wish to attend you need to:

- Submit a proof of debt for voting purposes and information to substantiate your claim.
- Appoint a person – a “proxy” or person authorised under a power of attorney – to vote on your behalf at the meeting. This may be necessary if you are unable to attend the meeting, or if the creditor is a company.

FTI Consulting (Australia) Pty Limited
ABN 49 160 397 811 | ACN 160 397 811 | AFSL Authorised Representative # 001269325
Level 20, CP1 | 345 Queen Street | Brisbane QLD 4000 | Australia
Postal Address | GPO Box 3127 | Brisbane QLD 4001 | Australia
+61 7 3225 4900 telephone | +61 7 3225 4999 fax | fticonsulting.com

Liability limited by a scheme approved under Professional Standards Legislation.

- If you do not have a representative who can attend on your behalf, you may, if you wish, appoint any person, including the chairperson of the meeting, as your proxy and direct the proxy how you wish your vote to be cast. If you choose the chairperson as your proxy, the chairperson must cast your vote as directed.

Proof of debt and proxy forms are included with the notice of meeting. To facilitate the conduct of the meeting, the completed proof of debt and, if applicable, proxy forms must be returned to my office by post, fax or email by 9:00AM (AEST) on Tuesday, 8 February 2022.

You can access information which may assist you on the following websites:

- ARITA at www.arita.com.au/creditors
- ASIC at <https://asic.gov.au/> (search for "insolvency information sheets").

Should you have any queries in relation to the second meeting of creditors or the voluntary administration generally, please contact this office by telephone (07) 3225 4900 or via email PriviumCreditors@fticonsulting.com.

Yours faithfully


Joanne Dunn
Administrator

NOTICE OF RECONVENED MEETING OF CREDITORS

IMPACT SPECS PTY LTD (ADMINISTRATORS APPOINTED) ACN 614 365 258

("THE COMPANY")

Notice is given that a reconvened meeting of the creditors of the Company will be held as follows:

Date: Tuesday, 8 February 2022

Time: 10:00 AM (AEST)

Address: Electronic Facilities

Due to government restrictions in place with COVID-19, this meeting will only be held by electronic means and there will be no physical meeting place available.

If you wish to attend the meeting, you must return a Meeting Registration Form to our office on or before 9:00AM (AEST) on Tuesday, 8 February 2022.

A link to register for the Microsoft Teams meeting will subsequently be sent to you by email.

In accordance with ASIC's current directives, all voting will be conducted by a poll. Details regarding the polling process will be provided by email, upon receipt of the relevant forms.

Please note your name may be visible to other attendees of the meeting and in meeting documents we prepare and lodge with ASIC.

AGENDA

1. The purpose of the meeting is:
 - a) to review the report of the Administrators and their recommendation in connection with the business, property, affairs and financial circumstances of the Companies; and
 - b) for the creditors of the Companies to resolve:
 - i) the administration should end; or
 - ii) the Companies be wound up.
2. Creditors will be requested to fix the remuneration to be paid to Administrators of the Companies, calculated on a time basis for the period 17 November 2021 to 5 December 2021 (inclusive).

3. Creditors will be requested to fix the remuneration to be paid to the Administrators of the Companies, as calculated on a time basis for the period 6 December 2021 to 21 December 2021 (inclusive).
4. Any other business properly brought before the meeting.

Creditors wishing to vote at the meeting:

- who will not be attending in person or are a companies, must complete and return an Appointment of Proxy Form (attached); and
- must complete and return an Informal Proof of Debt or Claim Form (attached) if not already done so,

by no later than **9:00AM (AEST) on Tuesday, 8 February 2022**. Completed forms may be sent to PriviumCreditors@fticonsulting.com

Dated this 17th day of January 2022



Joanne Dunn
Administrator

FORM - APPOINTMENT OF PROXY

IMPACT SPECS PTY LTD (ADMINISTRATORS APPOINTED) ACN 614 365 258

("THE COMPANY")

I/We _____ (name of signatory)

of _____ (creditor name)

a creditor of the company, appoint _____ (name of proxy)

of _____ (address of proxy)

or in his/her absence _____ (details of alternate proxy)

as my/our ☐ general proxy or ☐ special proxy to vote at the meeting of creditors to be held on
8 February 2022 at 10:00AM (AEST) or at any adjournment of that meeting.

If a special proxy, specify how you wish your proxy to vote for each resolution:

Voting instructions - for special proxy only		For	Against	Abstain
Resolution				
1. Future of the Company (only vote for one of the below options)				
The Administration should end.		☐	☐	☐
The Company be wound up.		☐	☐	☐
2. Voluntary Administrators' Remuneration				
The remuneration of the Voluntary Administrators of Impact Specs Pty Ltd (Administrators Appointed) ACN 614 365 258, their partners and staff, for the period 17 November 2021 to 5 December 2021 (inclusive), calculated at the hours spent at the rates detailed in the FTI Consulting Standard Rates (Corporate Finance & Restructuring Effective 1 July 2021), is approved for payment in the amount of \$25,291.00, (exclusive of GST), to be drawn from available funds immediately or as funds become available		☐	☐	☐
The remuneration of the Voluntary Administrators of Impact Specs Pty Ltd (Administrators Appointed) ACN 614 365 258, their partners and staff, for the period 6 December 2021 to 21 December 2021 (inclusive), calculated at the hours spent at the rates detailed in the FTI Consulting Standard Rates (Corporate Finance & Restructuring Effective 1 July 2021), is approved for payment in the amount of \$25,300.00, (exclusive of GST), to be drawn from available funds immediately or as funds become available		☐	☐	☐

~~*/~~We authorise ~~*my/*~~our proxy to vote as a general proxy on resolutions other than those specified above
(delete if not required)

Dated:

.....
Name and signature of authorised person

.....
Name and signature of authorised person

CERTIFICATE OF WITNESS – only complete if the person given the proxy is blind or incapable of writing.
I, of
certify that the above instrument appointing a proxy was completed by me in the presence of and at the
request of the person appointing the proxy and read to him before he attached his signature or mark to the
instrument.

Dated:

Signature of witness:

Description:

Place of residence:

MEETING REGISTRATION FORM

SECOND MEETING OF CREDITORS

IMPACT SPECS PTY LTD (ADMINISTRATORS APPOINTED) ACN 614 365 258
("THE COMPANY")

The second meeting of creditors of the Company will be held on **Tuesday, 8 February 2022 at 10:00AM (AEST)**.

Attendance at the meeting is not compulsory.

Should you wish to attend the meeting, you **must** complete the following registration details and return to our office by no later than **9:00 AM (AEST)** on **Tuesday, 8 February 2022** to PriviumCreditors@fticonsulting.com.

Name of Creditor:

Name of proxy or attorney:
(if applicable)

Email Address:

Note: We will use this email address to send you a link to the meeting.

Phone Number:

Note: We may use this phone number to contact you before the meeting.

Signature of Creditor (or person authorised by creditor)

Once you have returned this completed form, you will be provided by email a link to register for the virtual meeting and your own unique identifier. Please ensure you have the unique identifier with you at the meeting as this is required in order to register your vote. You must have access to the internet in order to vote at the meeting.

Please also ensure you have lodged a Proof of Debt Form and Proxy Form (if applicable), otherwise you may only be an observer at the meeting and will be unable to vote.

All creditors who wish to attend the meeting are responsible for their own internet connection and the Administrators' are unable to assist with any technical requirements for the electronic meeting.

Nicole Muscat

From: Petersen, Brooke <Brooke.Petersen@fticonsulting.com>
Sent: Tuesday, 25 January 2022 12:20 PM
To: mbrc@moretonbay.qld.gov.au
Subject: Impact Specs Pty Ltd (Administrators Appointed) - Correspondence
Attachments: Proof of Debt Form.pdf; 485873-1-3-n2.pdf; 485873.0005 Moreton Bay Regional Council Rate notice.pdf; 485873.0005 Moreton Bay Regional Council.pdf

Good Morning

I advise we have received the **attached** correspondence from yourself in the mail regarding Impact Specs Pty Ltd (Administrators Appointed).

The Company addressed had since entered Voluntary Administration on the 17 November 2021, and as such, any outstanding monies prior to this, are a claim in the Administration. You will need to complete a Proof of Debt form (**attached**) to have a claim in the Administration.

Further, please find **attached** a notice of the adjourned meeting for the Company on **Tuesday, 8 February 2022**. Please advised if you intend on attending.

I further note a report to creditors was issued yesterday which provides further details on the Voluntary Administration and the current position. This can be found at <https://www.fticonsulting.com/creditors/privium-companies>.

Kind Regards,

Brooke Petersen
Consultant, Corporate Finance & Restructuring

FTI Consulting
+61 7 3225 4936 D | +61 7 3225 4999 F
brooke.petersen@fticonsulting.com

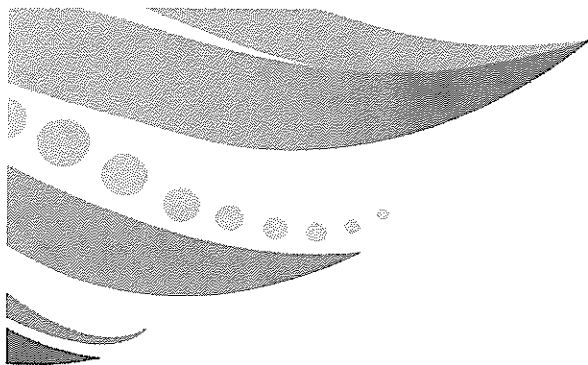
Level 20, CP1
345 Queen Street
Brisbane QLD 4000, Australia
www.fticonsulting.com

What makes FTI Consulting unique? Check out the [FTI Difference here](#)

Liability limited by a scheme approved under Professional Standards Legislation.

PROUDLY SUPPORTING





Phone: (07) 3205 0555
Our Ref: IN/2022/125651
Date: 11 January 2022

Impact Specs Pty Ltd
Unit 5, 8-10 Nevilles St
UNDERWOOD QLD 4119

RECEIVED 19 JAN 2022

COMPLIANCE NOTICE

Overgrown Allotment

Moreton Bay Regional Council Local Law No.1 (Administration) 2011, s27.

1. Local law contravention:

Council has received information that indicates your property at 2 Graham Ct CABOOLTURE QLD 4510 is overgrown with vegetation. An inspection of the property was undertaken on 11 January 2022 and it has been confirmed the property is overgrown to the extent that it:

1. Has adversely affected the visual amenity of the allotment; and
2. Is likely to attract or harbour designated pests.

As a result of the above-mentioned inspection, the Council Officer (authorised person) has formed the opinion that your property has failed to meet the requirements of *Moreton Bay Regional Council Local Law No.3 (Community and Environmental management) 2011, s13(1)* and that your property is overgrown and requires maintenance.

2. Facts and circumstances of the local law contravention:

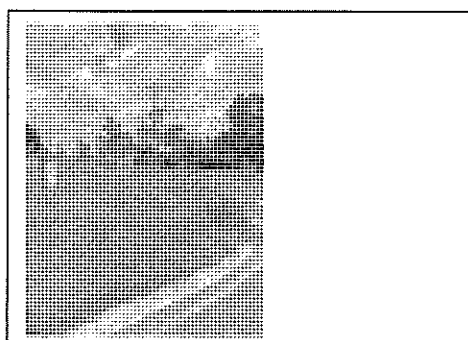
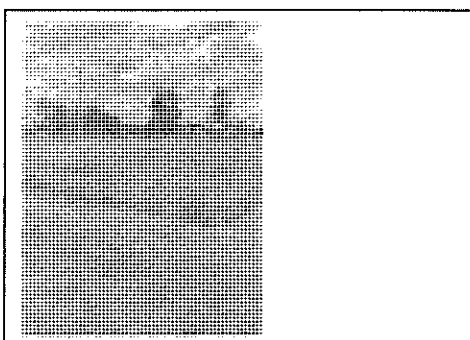
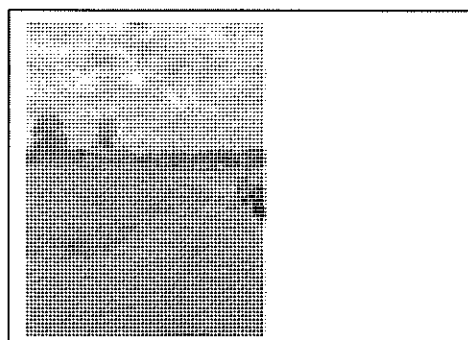
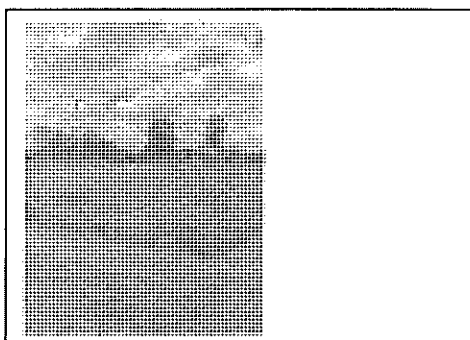
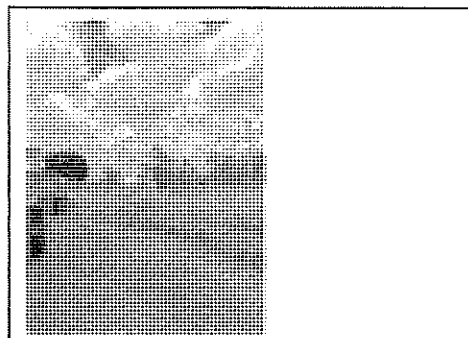
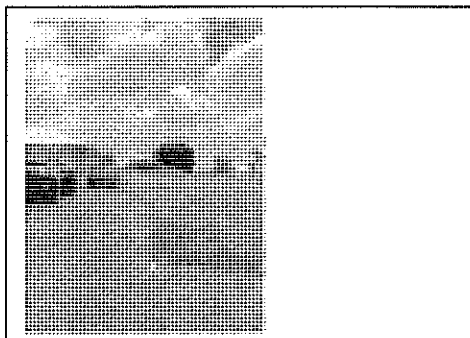
- a) On 11 January 2022 at 11:00AM, in response to a complaint received by Council, Council Officer L85 (the authorised person) attended 2 Graham Ct CABOOLTURE QLD 4510 and an inspection was undertaken of your property. On that occasion, the inspection did not require the officer to seek permission to enter your property.
- b) On 11 January 2022, a series of photographs of your property were taken at the time of the inspection (below) depicting the overgrown vegetation observed by the authorised person.
- c) On 11 January 2022, the authorised person identified long grass up to (over 1 m high), invasive vines and dead vegetation along the boundaries of your property that affect the amenity of your property and are likely to encourage declared pest infestation.

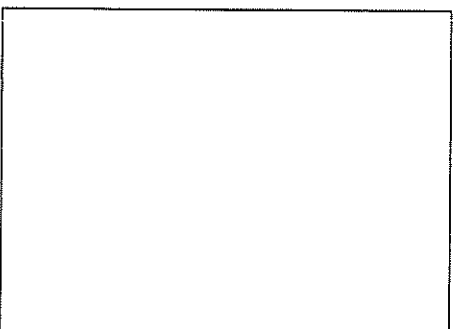
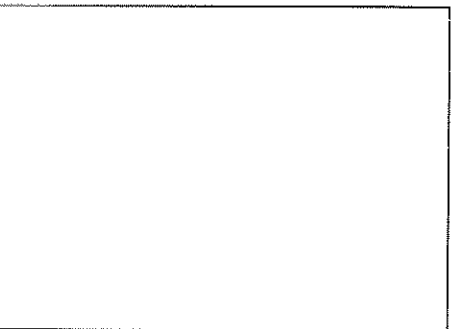
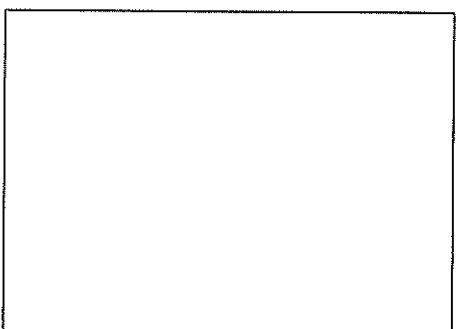
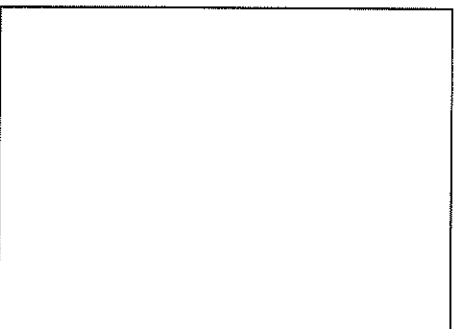
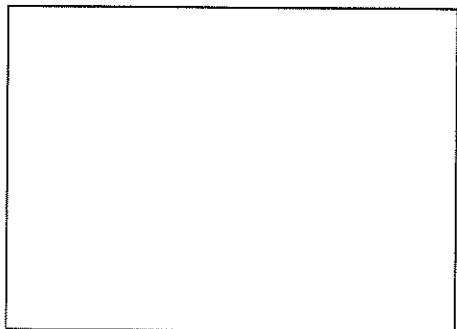
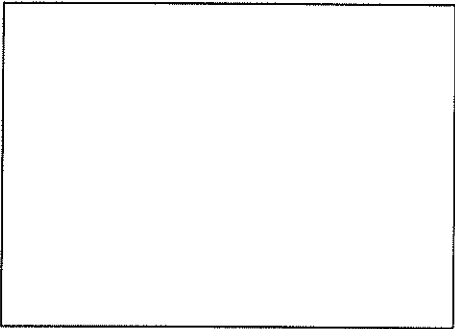
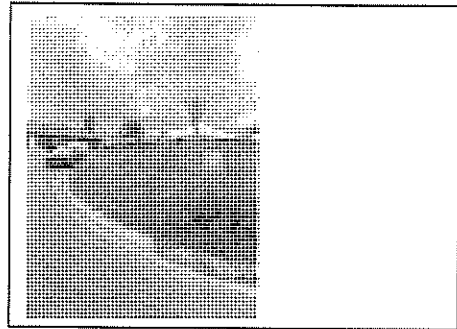
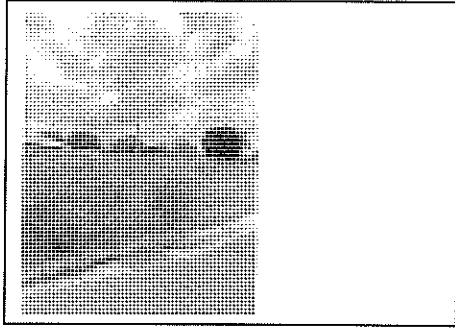
Customer Service Contacts

PO Box 159 Caboolture QLD 4510 | T (07) 3205 0555 | E info@moretonbay.qld.gov.au | W www.moretonbay.qld.gov.au

3. Photographs of your property

The below photographs, taken by the authorised person on 11 January 2022, depict the overgrown nature of your property.





Required action

To comply with this notice and remedy the local law contravention, you are required to carry out the following work no later than 4PM **on 4 February 2022:**

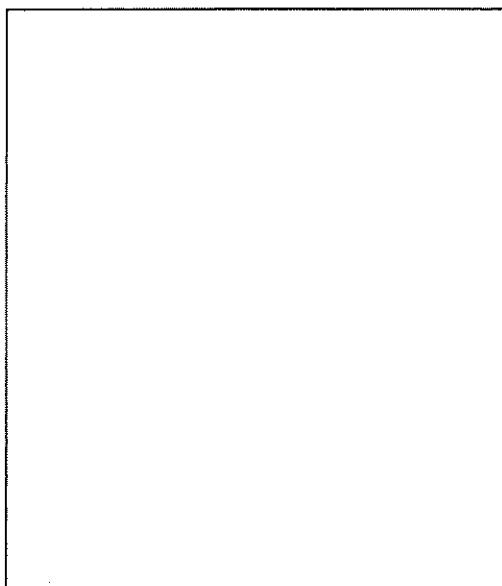
- a) brush cut, mow or otherwise remove all overgrown vegetation including long grass, weeds and vines from within the front and rear of the property and
- b) remove all cut or dead vegetation (includes fallen trees/or branches) from the property

Important: This Compliance Notice does not require you to clear established trees or other vegetation that does not affect the amenity of your property and is not likely to attract and harbor declared pests.

4. Information and guidance

An aerial map has been provided below to clarify the extent of the required clearing and remedial actions listed above. For more information surrounding the identification of declared weeds in your area, you may wish to refer to The Queensland Department of Agriculture and Fisheries www.daf.qld.gov.au/plants/weeds-pest-animals-ants/weeds or contact them via 13 25 23.

An **Information Notice** is enclosed with this Compliance Notice. For further guidance relating to this matter please contact Council's Customer Response Department on (07) 3205 0555.



Aerial image: Not applicable

5. Failure to comply with this notice

The purpose of this Compliance Notice is to advise you of the local law contravention that the authorised person believes has or is occurring at your property and to seek your assistance in remedying the issues in a reasonable period of time. All attempts have been made within this notice to provide you with the required level of information to allow you to act on this notice and satisfy the required actions listed above (s4).

Further action

It is an offence to fail to comply with this Compliance Notice that may result in a maximum penalty of up to \$6,672.00 or 50 penalty units if the matter is brought before the Magistrates Court.

In the event you fail to comply with this Compliance Notice, the Council will consider the most appropriate course of action in order to seek your compliance to remedy the local law contravention/s.

That action may include the issue of a Penalty Infringement Notice; or commence court proceedings; and the commencement of an enter and clear process to complete the required work on your behalf.

Moreton Bay Regional Council Local Law

Moreton Bay Regional Council Local Law No. 1 (Administration) 2011, s27(6) provides that:

"The recipient [of a compliance notice] must comply with the compliance notice. Maximum penalty for subsection 50 penalty units"

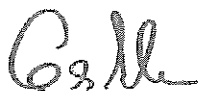
Please note that a copy of Council's Local Laws is available on its website at www.moretonbay.qld.gov.au or can be obtained at any of Council's administration centres.

The requirement to enter your property to carry out required actions

If you fail to comply with this Compliance Notice and the Council forms the opinion that it has exhausted all other options, the Council will authorise its contractor under *Section 142 of the Local Government Act 2009* to enter upon the property and carry out the work. The costs so incurred will be recovered by Council from the property owner. If this action is required, you will be issued with a notice informing you of the process and your options.

For further information or assistance please contact Council immediately on PH: (07) 3205 0555 quoting reference number IN/2022/125651

Yours Faithfully



Ivan Orth
Ranger - Local Laws
Customer Response Department

Information Notice

Moreton Bay Regional Council Local Law No. 1 (Administration) 2011

In accordance with the *Moreton Bay Regional Council Local Law No. 1 (Administration) 2011*, as you have been issued with a Compliance Notice, the Council has enclosed this notice that includes further information surrounding:-

- the decision and supporting reasons for the decision;
- your right to apply for a review of this decision within 15 business days after this notice is given;
- how to apply to the Council for a review of this decision.

The Council's decision

The Council has determined that a Compliance Notice, issued to you under *Section 27 Moreton Bay Regional Council Local Law No. 1 (Administration) 2011* is required to prevent the continuation of a local laws offence.

The Compliance Notice requires you to comply with required actions specified in the notice within the specified time frame (4PM on 4 February 2022).

The Compliance Notice is not a fine. If you comply with the required action specified in the Compliance Notice with permanent effect, this matter will be finalised.

Failure to comply with a Compliance Notice may result in the Council taking further action including issuing you a Penalty Infringement Notice (PIN); or instigating legal proceedings against you in order to remedy the contravention/s of Council's Local Laws and commencing enter and clear processes to perform the required actions on your behalf and at your cost.

Reasons for the Council's decision

The Council has issued you with the Compliance Notice because the authorised officer investigating your matter has formed the opinion that you have contravened and / or continue to contravene *Moreton Bay Regional Council Local Law No. 3 (Community and Environment) 2011, Part 3, s13*.

In forming the opinion, the authorised officer conducted an inspection of your property, obtained relevant information and assessed the circumstances surrounding the overgrown nature of your property. Specifically, on the basis of the available, supporting evidence, the authorised officer formed the opinion that your property is overgrown to the extent that it adversely affects the visual amenity of the allotment; and is likely to attract or harbour designated pests.

Customer Service Contacts

PO Box 159 Caboolture QLD 4510 | T (07) 3205 0555 | E info@moretonbay.qld.gov.au | W www.moretonbay.qld.gov.au

How to request a review of the Council's decision

You may apply to the Council's Chief Executive Officer to request a review of the Council's decision.

Applications to review the Council's decision must be made **within fifteen (15) business days** from the day that you are given this Information Notice. This means you have until **4PM on 3 February 2022** to make application for a review of Council's decision.

Application to review the Council's decision must be in writing and must;

- a) be accompanied by the grounds on which you seek a review of the decision; and
- b) be supported by sufficient information to enable the reviewing officer to consider your reasons.

All applications for the review of the Council's decision can be marked and sent:-

Attn: Moreton Bay Regional Council CEO'
Subject: Application for Review of Decision - Issue Compliance Notice
Overgrown Allotment - Impact Specs Pty Ltd
2 Graham Ct CABOOLTURE QLD 4510

Post: PO Box 159, Caboolture QLD 4510; or

E-Mail: mbrc@moretonbay.qld.gov.au .

The Council's procedure when reviewing its decision

Upon receipt of your application to have the Council's decision reviewed, the Council will;

- Refer your application to a person who is different to the original decision-maker, but is of a no less senior office than the original decision-maker (unless the decision-maker was the Chief Executive Officer of Council);
- Review its decision within twenty (20) business days of receiving your application and then within five (5) business days notify you that the Council has determined that it is appropriate to:-
 - confirm its original decision; or
 - amend its original decision; or
 - substitute another decision for the original decision.
- Council will state the reasons for its decision;
- If Council does not provide you with a reviewed decision within the above period of time, the Council is taken to have confirmed its original decision.

IMPORTANT: Applying to review a decision **does not** stay the operation of the decision (see *Moreton Bay Regional Council Local Law No. 1 (Administration) 2011, s24* for further information).

Rate notice

RECEIVED 19 JAN 2022

Moreton Bay
Regional Council

Customer Service Centres
Caboolture - 2 Hasking Street, Caboolture
Redcliffe - Irene Street, Redcliffe
Strathpine - 220 Gympie Road, Strathpine

Postal Address
PO Box 159
Caboolture Qld 4510

Customer Service
Ph: 1300 522 192

ABN: 92 967 232 136
www.moretonbay.qld.gov.au
mbrc@moretonbay.qld.gov.au



16930-038

Impact Specs Pty Ltd
Unit 5 8-10 Nevilles Street
UNDERWOOD QLD 4119

Property Details

2 Graham Court CABOOLTURE QLD 4510
Lot 1 SP 290542
Rateable Valuation \$180,000

Council Rates & Charges

General Rate - Category VL1B (minimum)	262.25
Regional Infrastructure and Environment Charge	22.50
State Government Charges	
Emergency Management Levy - Group 1A	15.70
TOTAL PAYABLE	\$300.45

Property number
670738
Total Payable
\$300.45
Period of rating
1 January - 31 March 2022
Date of issue
10 January 2022
Due date for payment
16 February 2022

End of Quarter Processing Deadlines

Please note that due to processing deadlines, payments made after 31 December 2021 may not have been processed before the printing of this notice and may appear as an overdue balance.

Council has received a payment of \$14,442,380 from the State Government to mitigate any direct impacts of the State Waste Levy on households in the 2021/22 financial year.

BPAY: Use your Phone or Internet banking

PHONE: Call 07 3480 6349

ONLINE: Go to www.moretonbay.qld.gov.au/pay

AUSTRALIA POST: Pay over the counter at any post office

MAIL: Send your payment to PO Box 159, Caboolture, Qld 4510

IN PERSON: Pay at any Customer Service Centre

DIRECT DEBIT: Go to www.moretonbay.qld.gov.au/rates/directdebit

INTEREST: Interest at the rate of 8% per annum compounded on daily rests will be charged on current rates that remain unpaid immediately after the Due Date. Balances brought forward from a previous period will continue to accrue interest from the beginning of this period.

PENSIONERS: Are you the owner and occupier of this property or do you have life tenancy under a Will or Court Order? If so, you may be eligible for a State or Council rebate if one is not already shown on this notice. Please contact us for further information or an application form.

PAYMENT PLAN: Please do not hesitate to contact us if you are having difficulty paying your rates on time.

RATING CATEGORY STATEMENT: To access your current rating category statement visit: www.moretonbay.qld.gov.au/ratescalculation

PAYMENT REMITTANCE SLIP



Post
Billpay



*2471 500670738006707387



Billor Code: 339457

Ref: 50 0670 7380 0670 7387

Location: 2 Graham Court CABOOLTURE QLD 4510
Customer Ref: 50 0670 7380 0670 7387

Property number
670738
Total Payable
\$300.45
Period of rating
1 January - 31 March 2022
Date of issue
10 January 2022
Due date for payment
16 February 2022

INFORMAL PROOF OF DEBT OR CLAIM

PRIVIUM COMPANIES (ALL ADMINISTRATORS APPOINTED) ("THE COMPANIES")

(SEE BELOW LIST OF COMPANIES)

For voting purposes at the meeting of creditors to be held under section 436E and section 439A of the *Corporations Act* 2001, including any adjournment of those meetings.

1. This is to state that the Company (tick one below) was on 17 November 2021, and still is, justly and truly indebted to

(full name, ABN and address of the creditor and, if applicable, the creditor's partners):

Company	ACN	Tick only ONE
Privium Group Pty Ltd	100 923 297	
Privium Pty Ltd	085 773 931	
Privium Civil Pty Ltd	600 354 701	
Privium Investments Pty Ltd	145 575 168	
Impact Land Pty Ltd	144 048 993	
Impact Specs Pty Ltd	614 365 258	
Privium Assets Pty Ltd	145 331 120	
Privium Developments Pty Ltd	169 024 006	
Residences on Bass Pty Ltd	644 584 172	

for \$ (dollars and cents)

Particulars of the debt are:

Date	Consideration	Amount (\$/c)	Remarks
(state how the debt arose)		(include details of voucher substantiating payment)	

2. Is the debt secured: ☐ Yes ☐ No

If yes, please include details below regarding the security (how it arose, date, whether registered etc.):

3. Signed by (select correct option):

- ☐ I am the creditor personally
- ☐ 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, remains unpaid and unsatisfied
- ☐ I am the creditor's agent authorised in writing to make this statement in writing. I know the debt was incurred for the consideration stated and that the debt, to the best of my knowledge and belief, remains unpaid and unsatisfied.
- ☐ I am a related party creditor of the company

Signature:

Dated:

Name:

RECEIVE REPORTS BY EMAIL	YES	NO
Do you wish to receive all future reports and correspondence from our office via email?	☐	☐
Email:		

GUIDANCE NOTES FOR COMPLETING PROXY AND PROOF OF DEBT OR CLAIM FORMS

FORM - APPOINTMENT OF PROXY

A person can appoint another person to attend the meeting on their behalf by completing the Form of proxy.

If the creditor is a company or a firm, a person needs to be appointed to represent the Companies.

This representative needs to be appointed by completing the Form of Proxy in accordance with section 127 of the *Corporations Act 2001* ("the Act"). Alternatively, the appointed person must be authorised to act as a representative for the Companies per section 250D of the Act.

The Form of proxy is valid only for the meeting indicated (or any adjournment).

You may appoint either a general proxy (a person who may vote at their discretion on motions at the meeting) or a special proxy (who must vote according to your directions). If you appoint a special proxy, you should indicate on the form what directions you have given. In many instances, there will be a box or section on the proxy form where you can mark how you want your proxy to vote for you.

If you are unable to attend the meeting and you do not have a representative who can attend on your behalf, you may if you wish appoint any person, including the Chairperson of the Meeting as either your general or special proxy.

INFORMAL PROOF OF DEBT OR CLAIM FORM

The proof of debt submitted during an Administration is informal in that it does not mean that the Administrator has agreed with your proof for the purpose of making a dividend distribution.

It is used for voting purposes at any meetings of creditors and also to help establish the overall level of creditor claims in the administration. In the event that there are monies to be distributed to creditors in the future, you will need to submit a Formal Proof of Debt or Claim form.

You should include a description of how your debt/claim arose, whether you are claiming a security interest in property and if you have any guarantees and indemnities for the debt. If you need more space, you can attach any additional details you wish to include – just make sure that you mention this on the Form so we know what you've attached and how many pages.

You should provide supporting documents that substantiate what you are owed by the Companies. This may include things like account statements, unpaid invoices and their corresponding purchase orders, PPSR registration, agreements/terms of trade, contracts, lease or hire agreements, court order or judgment, guarantee or loan document, emails/other correspondence with the Companies.

If you need help in completing the forms or if you are uncertain what information you should attach, please email or telephone the nominated FTI Consulting contact person.

Our Ref.: 485873-1-3-n2

17 January 2022

CIRCULAR TO CREDITORS

**IMPACT SPECS PTY LTD (ADMINISTRATORS APPOINTED) ACN 614 365 258
("THE COMPANY")**

Dear Sir/Madam

ADJOURNED MEETING OF CREDITORS

I refer to my previous correspondence regarding the Voluntary Administration of the Company and the meeting of creditors that was reconvened for **Monday, 17 January 2022 at 10:00AM (AEST)**.

The meeting of creditors was adjourned as a quorum (the required number of attendees) was not present for the meeting to be held under IPR 75-105 and 75-140.

RECONVENED MEETING DETAILS

The adjourned meeting will again be reconvened to:

Date: **Tuesday, 8 February 2022**

Time: **10:00 AM (AEST)**

Address: **Electronic Facilities**

A notice for the reconvened meeting is **enclosed**. If you provided a proof and proxy for the initial meeting that was adjourned, these are valid for the reconvened meeting and you will not need to provide them again.

However, if you did not provide a proof or proxy previously and now wish to attend you need to:

- Submit a proof of debt for voting purposes and information to substantiate your claim.
- Appoint a person – a “proxy” or person authorised under a power of attorney – to vote on your behalf at the meeting. This may be necessary if you are unable to attend the meeting, or if the creditor is a company.

FTI Consulting (Australia) Pty Limited
ABN 49 160 397 811 | ACN 160 397 811 | AFSL Authorised Representative # 001269325
Level 20, CP1 | 345 Queen Street | Brisbane QLD 4000 | Australia
Postal Address | GPO Box 3127 | Brisbane QLD 4001 | Australia
+61 7 3225 4900 telephone | +61 7 3225 4999 fax | fticonsulting.com

Liability limited by a scheme approved under Professional Standards Legislation.

- If you do not have a representative who can attend on your behalf, you may, if you wish, appoint any person, including the chairperson of the meeting, as your proxy and direct the proxy how you wish your vote to be cast. If you choose the chairperson as your proxy, the chairperson must cast your vote as directed.

Proof of debt and proxy forms are included with the notice of meeting. To facilitate the conduct of the meeting, the completed proof of debt and, if applicable, proxy forms must be returned to my office by post, fax or email by 9:00AM (AEST) on Tuesday, 8 February 2022.

You can access information which may assist you on the following websites:

- ARITA at www.arita.com.au/creditors
- ASIC at <https://asic.gov.au/> (search for "insolvency information sheets").

Should you have any queries in relation to the second meeting of creditors or the voluntary administration generally, please contact this office by telephone (07) 3225 4900 or via email PriviumCreditors@fticonsulting.com.

Yours faithfully


Joanne Dunn
Administrator

NOTICE OF RECONVENED MEETING OF CREDITORS

IMPACT SPECS PTY LTD (ADMINISTRATORS APPOINTED) ACN 614 365 258

("THE COMPANY")

Notice is given that a reconvened meeting of the creditors of the Company will be held as follows:

Date: **Tuesday, 8 February 2022**

Time: **10:00 AM (AEST)**

Address: **Electronic Facilities**

Due to government restrictions in place with COVID-19, this meeting will only be held by electronic means and there will be no physical meeting place available.

If you wish to attend the meeting, you must return a Meeting Registration Form to our office on or before **9:00AM (AEST) on Tuesday, 8 February 2022**.

A link to register for the Microsoft Teams meeting will subsequently be sent to you by email.

In accordance with ASIC's current directives, all voting will be conducted by a poll. Details regarding the polling process will be provided by email, upon receipt of the relevant forms.

Please note your name may be visible to other attendees of the meeting and in meeting documents we prepare and lodge with ASIC.

AGENDA

1. The purpose of the meeting is:
 - a) to review the report of the Administrators and their recommendation in connection with the business, property, affairs and financial circumstances of the Companies; and
 - b) for the creditors of the Companies to resolve:
 - i) the administration should end; or
 - ii) the Companies be wound up.
2. Creditors will be requested to fix the remuneration to be paid to Administrators of the Companies, calculated on a time basis for the period 17 November 2021 to 5 December 2021 (inclusive).

3. Creditors will be requested to fix the remuneration to be paid to the Administrators of the Companies, as calculated on a time basis for the period 6 December 2021 to 21 December 2021 (inclusive).
4. Any other business properly brought before the meeting.

Creditors wishing to vote at the meeting:

- who will not be attending in person or are a companies, must complete and return an Appointment of Proxy Form (attached); and
- must complete and return an Informal Proof of Debt or Claim Form (attached) if not already done so,

by no later than 9:00AM (AEST) on Tuesday, 8 February 2022. Completed forms may be sent to PriviumCreditors@fticonsulting.com

Dated this 17th day of January 2022


Joanne Dunn
Administrator

FORM - APPOINTMENT OF PROXY

IMPACT SPECS PTY LTD (ADMINISTRATORS APPOINTED) ACN 614 365 258

("THE COMPANY")

I/We _____ (name of signatory)

of _____ (creditor name)

a creditor of the company, appoint _____ (name of proxy)

of _____ (address of proxy)

or in his/her absence _____ (details of alternate proxy)

as my/our ☐ general proxy or ☐ special proxy to vote at the meeting of creditors to be held on
8 February 2022 at 10:00AM (AEST) or at any adjournment of that meeting.

If a special proxy, specify how you wish your proxy to vote for each resolution:

Voting instructions - for special proxy only	For	Against	Abstain
Resolution			
1. Future of the Company (only vote for one of the below options)			
The Administration should end.	☐	☐	☐
The Company be wound up.	☐	☐	☐
2. Voluntary Administrators' Remuneration			
The remuneration of the Voluntary Administrators of Impact Specs Pty Ltd (Administrators Appointed) ACN 614 365 258, their partners and staff, for the period 17 November 2021 to 5 December 2021 (inclusive), calculated at the hours spent at the rates detailed in the FTI Consulting Standard Rates (Corporate Finance & Restructuring Effective 1 July 2021), is approved for payment in the amount of \$25,291.00, (exclusive of GST), to be drawn from available funds immediately or as funds become available	☐	☐	☐
The remuneration of the Voluntary Administrators of Impact Specs Pty Ltd (Administrators Appointed) ACN 614 365 258, their partners and staff, for the period 6 December 2021 to 21 December 2021 (inclusive), calculated at the hours spent at the rates detailed in the FTI Consulting Standard Rates (Corporate Finance & Restructuring Effective 1 July 2021), is approved for payment in the amount of \$25,300.00, (exclusive of GST), to be drawn from available funds immediately or as funds become available	☐	☐	☐

*I/*We authorise *my/*our proxy to vote as a general proxy on resolutions other than those specified above
(delete if not required)

Dated:

.....
Name and signature of authorised person

.....
Name and signature of authorised person

CERTIFICATE OF WITNESS – only complete if the person given the proxy is blind or incapable of writing.

I, of
certify that the above instrument appointing a proxy was completed by me in the presence of and at the
request of the person appointing the proxy and read to him before he attached his signature or mark to the
instrument.

Dated:

Signature of witness:

Description:

Place of residence:

MEETING REGISTRATION FORM

SECOND MEETING OF CREDITORS

IMPACT SPECS PTY LTD (ADMINISTRATORS APPOINTED) ACN 614 365 258
("THE COMPANY")

The second meeting of creditors of the Company will be held on Tuesday, 8 February 2022 at 10:00AM (AEST).

Attendance at the meeting is not compulsory.

Should you wish to attend the meeting, you **must** complete the following registration details and return to our office by no later than 9:00 AM (AEST) on Tuesday, 8 February 2022 to PriviumCreditors@fticonsulting.com.

Name of Creditor:

Name of proxy or attorney:
(if applicable)

Email Address:

Note: We will use this email address to send you a link to the meeting.

Phone Number:

Note: We may use this phone number to contact you before the meeting.

Signature of Creditor (or person authorised by creditor)

Once you have returned this completed form, you will be provided by email a link to register for the virtual meeting and your own unique identifier. Please ensure you have the unique identifier with you at the meeting as this is required in order to register your vote. You must have access to the internet in order to vote at the meeting.

Please also ensure you have lodged a Proof of Debt Form and Proxy Form (if applicable), otherwise you may only be an observer at the meeting and will be unable to vote.

All creditors who wish to attend the meeting are responsible for their own internet connection and the Administrators' are unable to assist with any technical requirements for the electronic meeting.

File Note

1

To: File
From: Brooke Petersen
Date: 07/02/2022
Re: Impact Specs Pty Ltd (Administrators Appointed) ("The Company")
Adjourned Meeting - Quorum

The only known unrelated creditors of the Company are the below councils, with rates invoices owing.

- Ipswich City Council
- Logan City Council
- Moreton Bay Regional Council

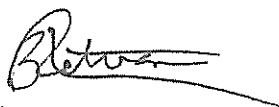
Privium Assets Pty Ltd, a related entity and also under the control of the Administrators of the Company, is also a creditor of the Company and has provided a proxy and POD to attend the creditors' meeting

Both Ipswich City Council and Logan City Council have previously been contacted regarding their position as a creditor of the Company and advised of their non-attendance at Company meetings, per the attached file note.

Following the record of the above-noted and attached file note dated 13 January 2022, Moreton Bay Regional Council was further identified as a creditor of the Company on 25 January 2022, having received rates notice of an amount owing on Company property at 2 Graham Court, CABOOLTURE QLD 4510 as a result of a mail redirection in place with Australia Post.

Moreton Bay Regional Council was further contacted to seek quorum at the reconvened meeting date 8 February 2022. Notice of this meeting was provided on identification of the creditor on 25 January 2022. On 7 February 2022 I further contacted Moreton Bay Regional Council by phone and below is a summary of the phone conversation:

- Call Time: 2:47pm on 07/02/2022
- Phone Number: (07) 3205 0555 (General admin)
- Contact: Lisa, General Admin of Moreton Bay Regional Council.
- Conversation: Lisa acknowledged the rates amount due on the property and she further corresponded with the relevant team in her office regarding meeting attendance. She advised the outcome was that the council do not send representatives to attend a Company meeting when the debt is secured. She further noted the outcome of any meeting was welcome to be provided to the same email address where the notice had been sent, however confirmed again they would not be in attendance at the upcoming meeting or provide a Proof of Debt.



Brooke Petersen

13 JANUARY 2022

 **FTI**
CONSULTING

 File Note

1

To: Joanne Dunn
From: Brooke Petersen
Date: 13/01/2022
Re: Impact Specs Pty Ltd (Administrators Appointed) ("The Company")
 Adjourned Meeting - Quorum

The only known unrelated creditors of the Company are the below councils, with rates invoices owing.

- Ipswich City Council
- Logan City Council

Privium Assets Pty Ltd, a related entity and also under the control of the Administrators of the Company, is also a creditor of the Company and has provided a proxy and POD to attend the creditors' meeting.

Under Section 439A of the Corporations Act 2001 (Cth), a meeting must be held to decide the outcome of the Voluntary Administration, with either the Administration ending or the Company entering into Liquidation. To hold the meeting of creditors a quorum (the required number of attendees) needs to be in attendance under Insolvency Practice Rule ("IPR") 75-105 and 75-140. Per IPR 75-105(2)(a), a quorum consists of at least two persons if the number of persons entitled to vote exceeds two. If a quorum is not attained to enable voting at the meeting, the Administrators will have to commence a court application process, or control of the Company would return back to the Director.

The first meeting was adjourned after a quorum was not obtained, after contacting the known creditors via email and phone on 21 December 2021. For the reconvened meeting, the known creditors of the Company were contacted again via formal letter on the 12 January 2022. On 13 January 2022 I contacted each of the creditors by phone and below is a summary of the phone conversations:

- Ipswich City Council
 - Call Time: 3:21pm on 13/01/2022
 - Phone Number: 07 3810 6666 (general admin forwarded further)
 - Contact: Carl, Recovery officer of Ipswich City Council.
 - Conversation: Carl acknowledged the previous phone call I made to him prior to original meeting on 21 December 2021, however, he again advised the team do not pursue debt collection of rates as it is a secured debt when property is sold; the Council therefore will not be attending the meeting nor provide a proof of debt in the Administration.
- Logan City Council
 - Call Time: 3:33pm on 13/01/2022
 - Phone Number: 07 3412 5230 (general admin forwarded further)
 - Contact: Recovery officer of Logan City Council.

13 JANUARY 2022

- Conversation: The recovery officer advised the team do not pursue debt collection of rates as it is a secured debt when property is sold, and they would therefore not be attending the meeting nor provide a proof of debt in the Administration. The recover officer acknowledged a formal letter was received regarding the quorum of the meeting, however, they would not be attending meeting.

Sighted 17/01/2022



Joanne Dunn

ASIC Published Notices



ASIC

Published notices

[Skip to contents](#)

Notice Details

Corporations Act 2001
Insolvency Practice Rules (Corporations) 2016
s75-40(1) and s75-140(6)

NOTICE OF RESUMED MEETING OF CREDITORS

Company details

Company: IMPACT SPECS PTY LTD
ACN: 614 365 258

Status: Administrator Appointed
Appointed: 17 November 2021

Meeting details

Notice is given that a resumed meeting of the creditors of the Company, or a resumed meeting for each of the Companies, (for multiple companies), will be held:

Location: Electronic facilities only
Meeting date: 01 March 2022
Meeting time: 10:00 AM (AEST)

(If multiple companies, see special instructions for meeting times)

Agenda

Agenda items are:

- to fix or determine the remuneration of the external administrator(s)
- to fix or determine the future remuneration of the external administrator(s)
- any other business

Proof of debt and proxies

Creditors wishing to attend are advised proofs and proxies are to be submitted to the external administrator by:

Time: 9:00 AM (AEST)
Date: 01 March 2022

Note: Proofs and proxies admitted for voting at the adjourned meeting(s) are valid for the resumed meeting(s)

Special instructions

Due to the threat of COVID-19, this meeting will be held by electronic means only and there will be no physical meeting place available.

Creditors wishing to attend and vote at the meeting must email the below forms to PriviumCreditors@fticonsulting.com on or before 9:00AM (AEST) on Tuesday, 1 March 2022:

1. Meeting Registration Form
 2. Proof of Debt Form (if not previously lodged), and
 3. Proxy Form (for persons voting on behalf of a company or individual creditor)
- Further details will be provided following receipt of the above completed forms.

Date of Notice: 08 February 2022

Joanne Dunn
Administrator

John Park and Kelly-Anne Trenfield
Joint Appointees

Address:	Level 10, 100
Registered office:	Level 10, 100
Company number:	161 111 111
ABN:	161 111 111
Company name:	IMPACT SPECS PTY LTD

Our Ref.: 485873-1-3-n3

8 February 2022

CIRCULAR TO CREDITORS

**IMPACT SPECS PTY LTD (ADMINISTRATORS APPOINTED) ACN 614 365 258
("THE COMPANY")**

Dear Sir/Madam

ADJOURNED MEETING OF CREDITORS

I refer to my previous correspondence regarding the Voluntary Administration of the Company and the meeting of creditors that was scheduled for 22 December 2021, adjourned to 17 January 2022, and again adjourned to 8 February 2022 due to no quorum being present.

The meeting of creditors that was reconvened on **Tuesday, 8 February 2022 at 10:00AM (AEST)** was adjourned as a quorum (the required number of attendees) was not present for the meeting to be held under IPR 75-105 and 75-140.

RECONVENED MEETING DETAILS

The adjourned meeting will again be reconvened to:

Date: **Tuesday, 1 March 2022**

Time: **10:00 AM (AEST)**

Address: **Electronic Facilities**

A notice for the reconvened meeting is enclosed. If you provided a proof and proxy for the initial meeting that was adjourned, these are valid for the reconvened meeting and you will not need to provide them again.

However, if you did not provide a proof or proxy previously and now wish to attend you need to:

- Submit a proof of debt for voting purposes and information to substantiate your claim.

FTI Consulting (Australia) Pty Limited
ABN 49 160 397 811 | ACN 160 397 811 | AFSL Authorised Representative # 001269325
Level 20, CP1 | 345 Queen Street | Brisbane QLD 4000 | Australia
Postal Address | GPO Box 3127 | Brisbane QLD 4001 | Australia
+61 7 3225 4900 telephone | +61 7 3225 4999 fax | fticonsulting.com

Liability limited by a scheme approved under Professional Standards Legislation

- Appoint a person – a “proxy” or person authorised under a power of attorney – to vote on your behalf at the meeting. This may be necessary if you are unable to attend the meeting, or if the creditor is a company.
- If you do not have a representative who can attend on your behalf, you may, if you wish, appoint any person, including the chairperson of the meeting, as your proxy and direct the proxy how you wish your vote to be cast. If you choose the chairperson as your proxy, the chairperson must cast your vote as directed.

Proof of debt and proxy forms are included with the notice of meeting. To facilitate the conduct of the meeting, the completed proof of debt and, if applicable, proxy forms must be returned to my office by post, fax or email by **9:00AM (AEST) on Tuesday, 1 March 2022**.

You can access information which may assist you on the following websites:

- ARITA at www.arita.com.au/creditors
- ASIC at <https://asic.gov.au/> (search for “insolvency information sheets”).

Should you have any queries in relation to the second meeting of creditors or the voluntary administration generally, please contact this office by telephone (07) 3225 4900 or via email PriviumCreditors@fticonsulting.com.

Yours faithfully



Joanne Dunn
Administrator

NOTICE OF RECONVENED MEETING OF CREDITORS

IMPACT SPECS PTY LTD (ADMINISTRATORS APPOINTED) ACN 614 365 258

("THE COMPANY")

Notice is given that a reconvened meeting of the creditors of the Company will be held as follows:

Date: **Tuesday, 1 March 2022**

Time: **10:00 AM (AEST)**

Address: **Electronic Facilities**

Due to government restrictions in place with COVID-19, this meeting will only be held by electronic means and there will be no physical meeting place available.

If you wish to attend the meeting, you must return a Meeting Registration Form to our office on or before **9:00AM (AEST) on Tuesday, 1 March 2022**.

A link to register for the Microsoft Teams meeting will subsequently be sent to you by email.

In accordance with ASIC's current directives, all voting will be conducted by a poll. Details regarding the polling process will be provided by email, upon receipt of the relevant forms.

Please note your name may be visible to other attendees of the meeting and in meeting documents we prepare and lodge with ASIC.

AGENDA

1. The purpose of the meeting is:
 - a) to review the report of the Administrators and their recommendation in connection with the business, property, affairs and financial circumstances of the Companies;
and
 - b) for the creditors of the Companies to resolve:
 - i) the administration should end; or
 - ii) the Companies be wound up.
2. Creditors will be requested to fix the remuneration to be paid to Administrators of the Companies, calculated on a time basis for the period 17 November 2021 to 5 December 2021 (inclusive).

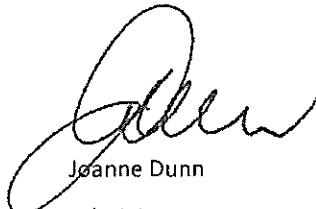
3. Creditors will be requested to fix the remuneration to be paid to the Administrators of the Companies, as calculated on a time basis for the period 6 December 2021 to 21 December 2021 (inclusive).
4. Any other business properly brought before the meeting.

Creditors wishing to vote at the meeting:

- ☐ who will not be attending in person or are a companies, must complete and return an Appointment of Proxy Form (attached); and
- ☐ must complete and return an Informal Proof of Debt or Claim Form (attached) if not already done so,

by no later than **9:00AM (AEST) on Tuesday, 1 March 2022**. Completed forms may be sent to PriviumCreditors@fticonsulting.com

Dated this 8th day of February 2022



Joanne Dunn
Administrator

FORM - APPOINTMENT OF PROXY

IMPACT SPECS PTY LTD (ADMINISTRATORS APPOINTED) ACN 614 365 258

("THE COMPANY")

I/We _____ (name of signatory)

of _____ (creditor name)

a creditor of the company, appoint _____ (name of proxy)

of _____ (address of proxy)

or in his/her absence _____ (details of alternate proxy)

as my/our ☐ general proxy or ☐ special proxy to vote at the meeting of creditors to be held on 1 March 2022 at 10:00AM (AEST) or at any adjournment of that meeting.

If a special proxy, specify how you wish your proxy to vote for each resolution:

Voting instructions - for special proxy only	For	Against	Abstain
Resolution			
1. Future of the Company (only vote for one of the below options)			
The Administration should end.	☐	☐	☐
The Company be wound up.	☐	☐	☐
2. Voluntary Administrators' Remuneration			
The remuneration of the Voluntary Administrators of Impact Specs Pty Ltd (Administrators Appointed) ACN 614 365 258, their partners and staff, for the period 17 November 2021 to 5 December 2021 (inclusive), calculated at the hours spent at the rates detailed in the FTI Consulting Standard Rates (Corporate Finance & Restructuring Effective 1 July 2021), is approved for payment in the amount of \$25,291.00, (exclusive of GST), to be drawn from available funds immediately or as funds become available	☐	☐	☐
The remuneration of the Voluntary Administrators of Impact Specs Pty Ltd (Administrators Appointed) ACN 614 365 258, their partners and staff, for the period 6 December 2021 to 21 December 2021 (inclusive), calculated at the hours spent at the rates detailed in the FTI Consulting Standard Rates (Corporate Finance & Restructuring Effective 1 July 2021), is approved for payment in the amount of \$25,300.00, (exclusive of GST), to be drawn from available funds immediately or as funds become available	☐	☐	☐

*I/*We authorise *my/*our proxy to vote as a general proxy on resolutions other than those specified above
(delete if not required)

Dated:

.....
Name and signature of authorised person

.....
Name and signature of authorised person

CERTIFICATE OF WITNESS – only complete if the person given the proxy is blind or incapable of writing.

I, of
certify that the above instrument appointing a proxy was completed by me in the presence of and at the
request of the person appointing the proxy and read to him before he attached his signature or mark to the
instrument.

Dated:

Signature of witness:

Description:

Place of residence:

MEETING REGISTRATION FORM

SECOND MEETING OF CREDITORS

IMPACT SPECS PTY LTD (ADMINISTRATORS APPOINTED) ACN 614 365 258
("THE COMPANY")

The second meeting of creditors of the Company will be held on Tuesday, 1 March 2022 at 10:00AM (AEST).

Attendance at the meeting is not compulsory.

Should you wish to attend the meeting, you must complete the following registration details and return to our office by no later than 9:00 AM (AEST) on Tuesday, 1 March 2022 to PriviumCreditors@fticonsulting.com.

Name of Creditor:

Name of proxy or attorney:
(if applicable)

Email Address:

Note: We will use this email address to send you a link to the meeting.

Phone Number:

Note: We may use this phone number to contact you before the meeting.

Signature of Creditor (or person authorised by creditor)

Once you have returned this completed form, you will be provided by email a link to register for the virtual meeting and your own unique identifier. Please ensure you have the unique identifier with you at the meeting as this is required in order to register your vote. You must have access to the internet in order to vote at the meeting.

Please also ensure you have lodged a Proof of Debt Form and Proxy Form (if applicable), otherwise you may only be an observer at the meeting and will be unable to vote.

All creditors who wish to attend the meeting are responsible for their own internet connection and the Administrators' are unable to assist with any technical requirements for the electronic meeting.

Impact Specs Ltd (In Liquidation) ACN 614 365 258 - WIP for period 17 November 2021 to 5 December 2021							
Tkpr Name	Title	Date	Blll Hrs	Blll Rate	Bllable Amt	Task Category	Narrative
James Rogers	Managing Dir	17/11/2021	1.5	660.00	990.00	Assets - Real Estate	Assets - Research into properties, prepare notes on same
Brooke Petersen	Consultant I	17/11/2021	0.2	360.00	72.00	Assets - Real Estate	Drafting ROCAP pack documents to the director and other statutory lodgement forms. Amending ROCAP for finalisation
James Rogers	Managing Dir	18/11/2021	0.8	660.00	528.00	Assets - Real Estate	Assets - draft RFI and emails with RCL re same; email to and disc with AU regarding various searches in relation to property holdings; attendance at work flow meeting.
Brooke Petersen	Consultant I	18/11/2021	0.2	360.00	72.00	Assets - Real Estate	Reviewing Initial circular to clients and FAQ. Responding to customer and creditor phone call messages answering queries about Administration ("3 queries). Meeting with team regarding call register and answers to customer queries.
Gus State	Associate I	18/11/2021	0.2	300.00	60.00	Assets - Real Estate	Utlase with admin on motor vehicle search letters across different states, follow-up on finalisation of letters, issue letters. Request historical bank statements from Westpac contact. National team matter meeting on current matter progress and next steps. National team matter meeting on handling queries.
James Rogers	Managing Dir	19/11/2021	0.1	660.00	66.00	Assets - Real Estate	Assets - update notes on property holdings
James Rogers	Managing Dir	22/11/2021	0.3	660.00	198.00	Assets - Real Estate	Assets - discussion regarding assets at work flow meeting; Disc with KAT and JED regarding disposal
Gus State	Associate I	22/11/2021	0.1	300.00	30.00	Assets - Real Estate	Meeting with matter team on current progress and next steps
James Rogers	Managing Dir	23/11/2021	2.8	660.00	1848.00	Assets - Real Estate	Travel time to inspect 43 Tempo Drive, Ripley, 14 Narran Street, Jimboomba and 2 Graham Court, Caboolture
James Rogers	Managing Dir	23/11/2021	1.5	660.00	990.00	Assets - Real Estate	Assets - externally inspect 43 Tempo Drive, Ripley, 14 Narran Street, Jimboomba and 2 Graham Court, Caboolture; disc with KAT re properties; download photos; download RFI information from Privium
Jeremy Dalais	Sr. Consult II	24/11/2021	0.9	480.00	432.00	Assets - Real Estate	Meeting with Kelly Trenfield and James Rogers to run through relevant property/land and update on same. Create single excel document to track all relevant assets. Reviewing emails/available documents on file to understand available asset position.
Kelly-Anne Trenfield	Sr Managing Dir	24/11/2021	0.2	720.00	144.00	Assets - Real Estate	JMR and JPD re review of strategy re real property assets
James Rogers	Managing Dir	24/11/2021	0.1	660.00	66.00	Assets - Real Estate	Assets - Discs with JED and KAT re properties
Jeremy Dalais	Sr. Consult II	25/11/2021	0.7	480.00	336.00	Assets - Real Estate	Creating an ESOP position on the 3 x land properties and provide to Carla and James. Run through on methodology with James.
James Rogers	Managing Dir	1/12/2021	0.3	660.00	198.00	Assets - Real Estate	Assets - Discussions with JED regarding realisation, etc; review draft ESOP; disc with JPD regarding realisation, agents, valuation etc; review draft ESOP
Jeremy Dalais	Sr. Consult II	1/12/2021	0.3	480.00	144.00	Assets - Real Estate	Catchup with Kelly to run through update and status on relevant real property and assets.
Jeremy Dalais	Sr. Consult II	2/12/2021	0.3	480.00	144.00	Assets - Real Estate	Discussion with James Rogers on updated ESOP figures to be provided to Jo and Carla.
James Rogers	Managing Dir	2/12/2021	0.1	660.00	66.00	Assets - Real Estate	Assets - Disc with JED re ESOP; review same.
Jeremy Dalais	Sr. Consult II	3/12/2021	0.2	480.00	96.00	Assets - Real Estate	Updating summary on current status of assets and next steps
Subtotal - Assets:					6,480.00		
Ashleigh Ubank	Administration II	17/11/2021	0.3	220.00	66.00	Creditors	Merge data amended for finalising. Electronic signature/s inserted into PPSR letter template, collated with attachments and saved in PDF format.
Brooke Petersen	Consultant I	17/11/2021	0.5	360.00	180.00	Creditors	Reviewing Day 1 creditor notification requirements for Privium, assisting in drafting and finalising correspondence and statutory lodgements. Creating schedule of companies. Drafting creditor portal request for upload
Carla Fairweather	Managing Dir	17/11/2021	0.1	660.00	66.00	Creditors	Reviewed final PPSR letters and merge data. Reviewed final letters to Westpac, Open Gold Capital and Bank of New York Mellon. Collated all relevant attachments, liaised with A Ubank and J Dunn regarding finalisation. Reviewed updated PPSR searches and reconciled to pre-appointment searches, noting differences. Reviewed security review prepared by Mills Oakley.
Joanne Dunn	Sr Managing Dir	17/11/2021	0.2	720.00	144.00	Creditors	Review and amend circular to creditors; review DIRRI.
Joanne Dunn	Sr Managing Dir	17/11/2021	0.1	720.00	72.00	Creditors	Review and approve of PPSR notifications.
John Park	Sr Managing Dir	18/11/2021	0.4	720.00	288.00	Creditors	Review and approve report to creditors; call with King & Wood Malleons / BONY; call with FIG; review work flow with team; settle letter to secured creditors.
Julie Gruzca	Administration I	18/11/2021	0.1	185.00	18.50	Creditors	Letters separated, collated, locked and individually saved down to file.
Ashleigh Ubank	Administration II	18/11/2021	0.4	220.00	88.00	Creditors	Electronic signature/s inserted into PPSR letters, collated with attachments and finalised in PDF & hard copy format. Letters split, locked and individually saved down to file.
Brooke Petersen	Consultant I	18/11/2021	0.2	360.00	72.00	Creditors	Beginning draft of landlord letters, for QLD, NSW and VIC. Updating letter for lease, contact details
Brooke Petersen	Consultant I	18/11/2021	0.1	360.00	36.00	Creditors	Completing DIRRI worksheet and circulating for finalisation
Brooke Petersen	Consultant I	18/11/2021	0.1	360.00	36.00	Creditors	Drafting and sending APAC creditor portal request. Reviewing creditor portal for changes and confirmation of upload. Reviewing further creditor correspondence regarding NSW and VIC authority/utility/court letters
Brooke Petersen	Consultant I	18/11/2021	0.3	360.00	108.00	Creditors	Reviewing checklist for outstanding tasks to do on appointment. Marking completed items. Drafting statement of position regarding issue of creditor circular. Team meeting regarding workflow and dealing with creditors
Joanne Dunn	Sr Managing Dir	18/11/2021	0.2	720.00	144.00	Creditors	Review, amend and approve to finalise and issue circular to creditors, DIRRI, ASIC notification and lodgement of DIRRI.
Paris Parasadi	Director	18/11/2021	0.3	530.00	159.00	Creditors	Preparing first circular to creditors with Henry, compiling creditors list with Gus, review iterations of circular, organising logistics of issuance, refine, finalise and assist with issuing.
John Park	Sr Managing Dir	18/11/2021	0.3	720.00	216.00	Creditors	Call with King & Wood Malleons / BONY; review JED / KAT; emails in / out Mills Oakley; call with Ashley Toplady.
Brooke Petersen	Consultant I	19/11/2021	0.1	360.00	36.00	Creditors	Issuing court and authority utility letters to NSW and VIC providers. Updating Register for Issuance
Brooke Petersen	Consultant I	19/11/2021	0.5	360.00	180.00	Creditors	Drafting the initial meeting pack documents for the first meeting of creditors. Creating attendance register and polling sheet and running through process with team on receiving creditor documents. Discussing with Paris Parasadi
Joanne Dunn	Sr Managing Dir	19/11/2021	0.1	720.00	72.00	Creditors	Team meeting for planning for creditor meeting.
Joanne Dunn	Sr Managing Dir	19/11/2021	0.1	720.00	72.00	Creditors	Security review.
Paris Parasadi	Director	19/11/2021	0.2	530.00	106.00	Creditors	Review MYOB, September 2021 Consolidated Accounts, work with Gus to reconcile related entity creditors list
Marco Bozzetto	Sr. Consult II	19/11/2021	0.1	480.00	48.00	Creditors	Discuss logistics for first meeting of creditors with Paris P. Further discuss polling workbook and various matters to consider for voting procedures and data collation. Provide meeting slide deck and polling workbook template.
John Park	Sr Managing Dir	21/11/2021	0.1	720.00	72.00	Creditors	Review BONY notice to note holders; email in FIG.
Joanne Dunn	Sr Managing Dir	22/11/2021	0.2	720.00	144.00	Creditors	Creditor meeting preparation; internal meetings and discussions with Paris Parasadi and team including progress and setup.
Paris Parasadi	Director	22/11/2021	0.2	530.00	106.00	Creditors	Commence preparation for First Meeting of Creditors next week, obtaining resources, arranging allocations, sending instructions, planning catch ups, tasks, create internal teams and share folders, organising access to mailboxes
Joanne Dunn	Sr Managing Dir	23/11/2021	0.2	720.00	144.00	Creditors	Creditor meeting preparation; internal meetings and discussions with Paris Parasadi and team including progress and setup.
Paris Parasadi	Director	23/11/2021	0.2	530.00	106.00	Creditors	Conduct related entity loan analysis
Paris Parasadi	Director	23/11/2021	0.1	530.00	53.00	Creditors	Instructions to Gus regarding related entity loan reconciliations, work with same to refine the analysis
Paris Parasadi	Director	23/11/2021	0.1	530.00	53.00	Creditors	Work with Creditors Meeting Team in relation to planning for Zoom Webinar, practice sessions, meeting register, polling sheet
John Park	Sr Managing Dir	24/11/2021	0.1	720.00	72.00	Creditors	Emails in / out FIG / King & Wood Malleons / Mills Oakley, prepare for creditors meeting.
Joanne Dunn	Sr Managing Dir	24/11/2021	0.1	720.00	72.00	Creditors	Meeting preparation; review of listings with Paris Parasadi.
Ashleigh Ubank	Administration II	24/11/2021	0.1	220.00	22.00	Creditors	Taking initial creditor phone call, completing call register for escalation. Night mail messages retrieved and allocated to call register. Electronic signature/s inserted into PPSR follow up letters, collated with attachments and finalised in PDF & hard copy format. Letters split, locked and individually saved down to file.
Paris Parasadi	Director	24/11/2021	0.1	530.00	53.00	Creditors	Responding to various creditor queries through the day in relation to meeting, setting up templates, instructing team in relation to standard responses, common queries and answers
Carla Fairweather	Managing Dir	25/11/2021	0.3	660.00	198.00	Creditors	Drafting ESOP. Drafting explanatory note to ESOP.
Joanne Dunn	Sr Managing Dir	25/11/2021	0.1	720.00	72.00	Creditors	Creditor meeting preparation; internal meetings and discussions with Paris Parasadi and team including progress and setup.
Sandesh Pereira	Associate II	25/11/2021	0.2	335.00	67.00	Creditors	Extract Client Information from MYOB system. Identify updated loan amounts to related entities for November 21 for purpose of Intercompany proof of debt form.

Impact Specs Ltd (In Liquidation) ACN 634 365 258 - WIP for period 17 November 2021 to 5 December 2021							
Tkpr Name	Title	Date	Bill Hrs	Bill Rate	Billable Amt	Task Category	Narrative
Matthew Burns	Associate II	25/11/2021	0.6	335.00	201.00	Creditors	Preparation for meeting of creditors. Preparation of meeting minutes and slide deck. Circulating minutes for approval. Test run of electronic facilities for meeting. Recording proof of debt forms, meeting registration forms and proxies in polling workbook and on file
Paris Parasadi	Director	25/11/2021	0.1	530.00	53.00	Creditors	First meeting of creditors practice run
Matthew Burns	Associate II	26/11/2021	0.2	335.00	67.00	Creditors	Preparation for meeting on creditors. Draft meeting minutes. Draft slide deck for meeting. Draft meeting agenda. Practice run through of meeting and test of electronic facilities. Entering proof of debt, proxy and meeting registration forms into workbook.
Joanne Dunn	Sr Managing Dir	26/11/2021	0.6	720.00	432.00	Creditors	Meeting preparation; practice run through with team; deck amendments and discuss with team.
John Park	Sr Managing Dir	26/11/2021	0.4	720.00	288.00	Creditors	Preparation for creditors meeting; working meeting with Mills Oakley around contract novations / BNY releases; call with ASIC.
Paris Parasadi	Director	26/11/2021	0.2	530.00	106.00	Creditors	First meeting of creditors practice run, trial run with JED, Marco
Paris Parasadi	Director	26/11/2021	0.1	530.00	53.00	Creditors	Work with Matt Burns, Sandesh, Stephanie Jlan, Jonathan Hayim to clear out creditor inboxes, draft responses, record POD and Proxies, update meeting registers
Marco Bozzetto	Sr. Consult II	26/11/2021	0.3	480.00	144.00	Creditors	Attend practice session for first meeting of creditors with internal team. Discuss meeting logistics and problem solve issue with voting forms. Discuss allocation of roles for the meeting. Review polling workbook.
Paris Parasadi	Director	27/11/2021	0.3	530.00	159.00	Creditors	Working with creditors meeting team to prepare for First Meeting on Monday, responding to emails, dealing with POD and Proxies, issue instructions, update registers, test out voting forms
Paris Parasadi	Director	28/11/2021	0.3	530.00	159.00	Creditors	Further work with creditors meeting team to prepare for First Meeting on Monday, responding to emails, dealing with POD and Proxies, issue instructions, update registers, test out voting forms
Marco Bozzetto	Sr. Consult II	28/11/2021	0.1	480.00	48.00	Creditors	Prepare for meeting of creditors. Attend to queries from team. Review emails from Matt Burns and Jonathan Hayim. Discuss meeting matters with Paris P. Prepare task list for meeting day.
Renee Lobb	Managing Dir	29/11/2021	0.1	660.00	66.00	Creditors	Going through all emails in client and enquiries inbox and forward on action items to relevant work stream leads. Move creditor meeting emails into creditor inbox as agreed with PYP.
Ashleigh Ubank	Administration II	29/11/2021	0.1	220.00	22.00	Creditors	Electronic signature/s inserted into Inter company proof of debts & proxies, collated with attachments and finalised in PDF & hard copy format.
John Park	Sr Managing Dir	29/11/2021	0.6	720.00	432.00	Creditors	Preparation for meeting of creditors; review of ESOP and meeting deck; attend meeting.
Matthew Burns	Associate II	29/11/2021	0.7	335.00	234.50	Creditors	Preparation for meeting of creditors. Preparing meeting pack. Setting up meeting facilities. Attending meeting. Conducting polling
Paris Parasadi	Director	29/11/2021	0.6	530.00	318.00	Creditors	Updating creditors register, answer remaining queries, coordinating with Creditors and Clients Team, setting up meeting facilities, last minute preparations, reconciling proxy & polling sheets, preparing documents, updating run sheet
Paris Parasadi	Director	29/11/2021	0.4	530.00	212.00	Creditors	First Meeting of Creditors
Samuel Dennis	Associate I	29/11/2021	0.4	300.00	120.00	Creditors	Setting up and attending the First Meeting of Creditors. Throughout the meeting I responded to various question regarding formalities of the meeting. I also marked off the attendees on our meeting register list to ensure an accurate recording of the attendees was made.
Kelly-Anne Trenfield	Sr Managing Dir	29/11/2021	0.2	720.00	144.00	Creditors	JED re attendance of observers at creditors meeting; review updated schedule of pods/proxies; review MO advice re first creditors meeting; creditors meeting prep; prepare talking points re contracts; Review dirli and emails from Rohit/Subbles Unshed; review meeting agenda; Attend 1st creditors meeting
Marco Bozzetto	Sr. Consult II	29/11/2021	0.5	480.00	240.00	Creditors	Prepare for and attend meeting of creditors and provide support for technology, setup, polling and virtual meeting facilities. Review and update meeting presentation. Provide instructions to team
Joanne Dunn	Sr Managing Dir	29/11/2021	0.8	720.00	576.00	Creditors	Preparation for meeting of creditors; review of ESOP, meeting slides and investigation update; chair meeting of creditors.
Paris Parasadi	Director	30/11/2021	0.3	530.00	159.00	Creditors	Commence planning of 2nd VA report with JED, planning resourcing, allocations, precedents. Speak with Carla, Renee, Matt Burns, Marial and others to begin preparations
Joanne Dunn	Sr Managing Dir	30/11/2021	0.5	720.00	360.00	Creditors	Planning for s439A report with Paris Parasadi.
Marial Kwan	Sr. Consult II	30/11/2021	0.5	480.00	240.00	Creditors	Begin working on VA report template to customise to the group
Paris Parasadi	Director	30/11/2021	0.2	530.00	106.00	Creditors	Locating templates and precedents, commence preparing skeleton of 2nd VA report with MEK
Samuel Dennis	Associate I	30/11/2021	0.7	300.00	210.00	Creditors	Began drafting the meeting minutes following the first meeting of creditors on 29 November 2021. This entailed listening to the meeting recording and summarising discussions that were had during the meeting. Including the extensive Q & A session which lasted over 1 hour. I also began preparing the attendance register for both creditors and observers.
Jeremy Dalais	Sr. Consult II	1/12/2021	0.2	480.00	96.00	Creditors	Catch up with Paris and Brooke for VA creditor report
Brooke Petersen	Consultant I	1/12/2021	0.3	360.00	108.00	Creditors	Meeting with Paris Parasadi and Jeremy Dalais regarding report drafting. Reviewing requirements to complete VA report and beginning draft on background information
Paris Parasadi	Director	1/12/2021	0.3	530.00	159.00	Creditors	Held meeting with various staff to plan out 2nd VA report, allocating tasks, answering queries through the day, assisting with draft process, setting up protocols, share folders
Samuel Dennis	Associate I	1/12/2021	0.8	300.00	240.00	Creditors	Continued drafting the meeting minutes following the first meeting of creditors on 29 November 2021. This included listening to the meeting recording and summarising discussions that were had during the meeting, particularly the extensive Q & A session which lasted over 1 hour. I also continued preparing the attendance register for both creditors and observers, and inserted the resolutions results. I then prepared and attached all supporting documents and circulated to Paris Parasadi for review.
Marial Kwan	Sr. Consult II	1/12/2021	0.2	480.00	96.00	Creditors	Team call re VA report and continue working on the template
Marial Kwan	Sr. Consult II	1/12/2021	0.2	480.00	96.00	Creditors	Working on the ROCAP section for the VA report
Brooke Petersen	Consultant I	2/12/2021	0.5	360.00	180.00	Creditors	Drafting background information across entities for report, creating history timeline of Companies, researching construction costs. Reviewing ROCAP for commentary on background of failure. Discussing with Paris Parasadi
Stephanie Jiang	Associate I	2/12/2021	0.2	300.00	60.00	Creditors	Attend call with S. Pereira regarding the historical financial analysis.
Stephanie Jiang	Associate I	2/12/2021	1.2	300.00	360.00	Creditors	Putting together the historical financials and formatting the MYOB data into excel/RTI format.
Stephanie Jiang	Associate I	2/12/2021	0.3	300.00	90.00	Creditors	Obtaining historical financials (Balance sheet, Profit and Loss statements) from past MYOB data.
Samuel Dennis	Associate I	2/12/2021	0.2	300.00	60.00	Creditors	Continued drafting the meeting minutes from the First Meeting of Creditors following comments received from Paris Parasadi on the first draft. This included listening to the recording and updating comments made regarding 8 entities which did not require a resolution be put forward for a replacement Administrator. Subsequently attached all supporting documents and circulated the draft to Paris Parasadi and Joanne Dunn for review.
Paris Parasadi	Director	2/12/2021	0.2	530.00	106.00	Creditors	Review minutes of meeting by SD and MSB, making changes to wording, Q&A section, amending meeting register, reconciling with creditor inbox, discuss with meeting team to clarify a certain sections
Joanne Dunn	Sr Managing Dir	2/12/2021	0.2	720.00	144.00	Creditors	Review of 2nd VA report, including ESOP, with Paris Parasadi.
Brooke Petersen	Consultant I	3/12/2021	0.3	360.00	108.00	Creditors	Discussing report with Paris and Matthew Burns around background issues for each Company and reasons for failure. Worked on graph showing demand in comparison to cost of construction to include in report
Matthew Burns	Associate II	3/12/2021	0.5	335.00	167.50	Creditors	Report to creditors. Internal meeting to discuss content of background and reasons for failure. Remuneration report to all entities
Paris Parasadi	Director	3/12/2021	0.2	530.00	106.00	Creditors	Further review minutes, making amendments assisting Sam Dennis with Meeting Register queries, assisting same with reconciling attendees list, proxy nominations
Paris Parasadi	Director	3/12/2021	0.2	530.00	106.00	Creditors	Assist Matt Burns and Brooke with Background, Company History, Review B&R, discussions with Anthony, Jo, Carla, Renee throughout the day
Paris Parasadi	Director	3/12/2021	0.1	530.00	53.00	Creditors	Queries from Sandesh in relation to investigations, financial statements, provide copies of audited financials, numerous calls with him and Stephanie to discuss their sections
Ashleigh Ubank	Administration II	3/12/2021	0.1	220.00	22.00	Creditors	Entering related party proof of debt/s and proxies into insolv.
Joanne Dunn	Sr Managing Dir	3/12/2021	0.5	720.00	360.00	Creditors	Review and amend minutes of first VA meeting; discussions with team on annexures.
Samuel Dennis	Associate I	3/12/2021	0.5	300.00	150.00	Creditors	Following comments and amendments made by Joanne Dunn, I updated the meeting minutes and attendance register to include which company the attendees are creditors to and their admitted Proof of Debt amount.

Impact Specs Ltd (In Liquidation) ACN 614 365 258 - WIP for period 17 November 2021 to 5 December 2021							
Thpr Name	Title	Date	Bill Hrs	Bill Rate	Billable Amt	Task Category	Narrative
Paris Parasadi	Director	4/12/2021	0.3	530.00	159.00	Creditors	Working on 430A Report - Historical Financial Performance
Paris Parasadi	Director	5/12/2021	0.4	530.00	212.00	Creditors	Working on 430A Report - Investigations
Subtotal - Creditors:					11,829.50		
Renee Lobb	Managing Dir	17/11/2021	0.3	660.00	198.00	Investigations	Review and distribution of information obtained to relevant staff on work stream. Setup of tailored email addresses for clients, creditors and enquiries generally. Distribute communications to staff to assist in answering calls and emails. Creation of call register and privium team in Teams. Provide access information to staff.
Gus State	Associate I	17/11/2021	0.4	300.00	120.00	Investigations	Day 1 (letters to accountant, lawyer, and all advisors; letter for QLD MV search; letter to BOQ and Westpac regarding known bank accounts), circulate to team, action updates, request finalisation and issue. Letter to banks of known bank accounts. Liaise with Westpac regarding additional information. Liaise with Mills Oakley regarding transfer of funds held on trust.
Gus State	Associate I	17/11/2021	0.2	300.00	60.00	Investigations	Review intercompany loan accounts for group
Kelly-Anne Trenfield	Sr Managing Dir	17/11/2021	0.1	720.00	72.00	Investigations	Balance sheet review
Paris Parasadi	Director	17/11/2021	0.1	530.00	53.00	Investigations	Conducting and reviewing searches, MV search, Property search, Directorship Search, Company Search, Inter-state searches
Gus State	Associate I	18/11/2021	0.1	300.00	30.00	Investigations	Review company books and records. Investigate dividends paid in FY20.
Joanne Dunn	Sr Managing Dir	18/11/2021	0.1	720.00	72.00	Investigations	Review and approve letters to conduct motor vehicle searches in QLD, VIC and NSW.
Gus State	Associate I	19/11/2021	0.2	300.00	60.00	Investigations	Review company books and records. Investigate related parties, entities, creditors and directors.
Gus State	Associate I	19/11/2021	0.3	300.00	90.00	Investigations	Review company books and records. Review trial balances for all entities. Review key accounts and transactions. Collate summary on key accounts with significant movements.
Julie Gruca	Administration I	19/11/2021	0.2	185.00	37.00	Investigations	Property searches undertaken on related parties
Paris Parasadi	Director	19/11/2021	0.4	530.00	212.00	Investigations	Working with Gus in relation to MYOB Files, access credentials, liaise with Devon regarding the Company's books and records, liaise with Madhu regarding access to legacy version of MYOB, commence preliminary investigations
Gus State	Associate I	22/11/2021	0.6	300.00	180.00	Investigations	Review company books and records. Investigate dividends made by the entities. Investigate key accounts with significant movements
Paris Parasadi	Director	22/11/2021	0.1	530.00	53.00	Investigations	Meeting with Gus and Jo with regards to investigations, leads, findings made so far, requirements for first meeting
Gus State	Associate I	23/11/2021	0.6	300.00	180.00	Investigations	Continue reviewing company books and records. Investigating dividends made by the entities. Investigating key accounts with significant movements
Paris Parasadi	Director	23/11/2021	0.1	530.00	53.00	Investigations	Update from JED regarding information from whistle-blower, avenues of inquiry highlighted in media, draft email to Devon regarding KPMG Report, Company records
Gus State	Associate I	24/11/2021	0.2	300.00	60.00	Investigations	Continue reviewing company books and records. Investigating dividends made by the entities. Investigating key accounts with significant movements. Meeting with Joanne Dunn and Paris Parasadi providing an update on investigations progress. Continue progressing the detailed investigation file note.
Gus State	Associate I	25/11/2021	0.6	300.00	180.00	Investigations	Continue reviewing company books and records. Investigating dividends made by the entities. Investigating key accounts with significant movements. Create summary of findings in the slide deck for the first meeting of creditors. Continue progressing the detailed investigations file note.
Paris Parasadi	Director	25/11/2021	0.1	530.00	53.00	Investigations	Work with Gus in relation to related party transactions across the group, review MYOB, provide further instructions
Paris Parasadi	Director	25/11/2021	0.2	530.00	106.00	Investigations	Work with Devon in relation to Books and Records, liaising with TECH, call with Anthony, speaking with Chris Diphorn, query gus, reverting back to Devon with further instructions on collection
Joanne Dunn	Sr Managing Dir	26/11/2021	0.4	720.00	288.00	Investigations	Meeting with Ashley and Paris of Mills Oakley, with John Park, to discuss matter and advice on issues.
Gus State	Associate I	26/11/2021	0.4	300.00	120.00	Investigations	Continue reviewing company books and records. Investigating dividends made by the entities. Investigating key accounts with significant movements. Update investigations slide in slide deck for the first meeting of creditors. Continue progressing the detailed investigations file note.
Ashleigh Ubank	Administration II	1/12/2021	0.3	220.00	66.00	Investigations	List of directors included ceased from 2017 onwards collated into spreadsheet for reporting purposes. Mail redirection forms redrafted. Discussion with Australia Post regarding best way to lodge forms for multiple companies and addresses. Manual lodgement of redirection forms at the post office.
Joanne Dunn	Sr Managing Dir	1/12/2021	0.1	720.00	72.00	Investigations	Review, amend and approve letter to director and former directors requesting financial position.
Joanne Dunn	Sr Managing Dir	2/12/2021	0.2	720.00	144.00	Investigations	Review of financial position analysis.
Sandesh Pereira	Associate II	5/12/2021	0.7	335.00	234.50	Investigations	Reviewed historical financials for Impact Specs, mapped balance sheet data to MYOB for input into creditors report.
Subtotal - Investigations:					2,793.50		
Paris Parasadi	Director	17/11/2021	0.4	530.00	212.00	Administration	Day 1 utilities and authorities letters, matter code opening, MYOB file opening, LOE, risk assessments. Catch-ups throughout the day, allocating ad-hoc tasks, setting up checklists, reviewing drafts and updating JED
Tanya Kratz	Administration II	17/11/2021	0.7	220.00	154.00	Administration	Draft and finalise bank, utility, authority, court and ROCAP pack letters as requested. Draft and submit MYOB Insol matter opening forms. Finalise NAB account opening forms as requested.
Matthew Burns	Associate II	17/11/2021	0.4	335.00	134.00	Administration	Day one documents - ATO notification of appointment forms. Issuing bank letters, utility letters and other day one documents. Saving emails to file
Paris Parasadi	Director	17/11/2021	0.2	530.00	106.00	Administration	Working on DIRIR with Brooke, obtain info from SMDs, checking with Kate Fairhurst, liaising with JED and JRP in relation to prior relationships with BNY Mellon
Ashleigh Ubank	Administration II	17/11/2021	0.4	220.00	88.00	Administration	LOE uploaded to Salesforce and appropriate changes made for charge out capabilities for all group matters. Electronic signature/s inserted into EY & Mills Oakley letters; AIG Insurance form collated with attachments and finalised in PDF & hard copy format. Post appointment company and PPSR searches undertaken. Matter files updated with approved codes, conflict check files relocated to H:Drive and code advised.
Zin Thaya Khin	Treasury	17/11/2021	0.3	290.00	87.00	Administration	Set up matter in Insolve.
Brooke Petersen	Consultant I	17/11/2021	0.2	360.00	72.00	Administration	Drafting ROCAP pack documents to the director and other statutory lodgement forms. Amending ROCAP for finalisation
Kelly-Anne Trenfield	Sr Managing Dir	17/11/2021	0.1	720.00	72.00	Administration	Attend meeting to confirm appointment; Day 1 documents/tasks
Joanne Dunn	Sr Managing Dir	17/11/2021	0.1	720.00	72.00	Administration	Review and approve standard notifications for QLD - utilities, accountant, lawyer, banks, authorities, courts.
Joanne Dunn	Sr Managing Dir	17/11/2021	0.1	720.00	72.00	Administration	Review and approve ASIC form 505; 484.
Paris Parasadi	Director	18/11/2021	0.3	530.00	159.00	Administration	Review, amend and approve, ASIC Forms 505, 484, ATO Notifications, OSR and Court Notifications, ASIC Advertisements, Working with MSB, BP and TK in relation to same.
Joanne Dunn	Sr Managing Dir	18/11/2021	0.2	720.00	144.00	Administration	Team meeting on strategy; media enquiries and planning; Director correspondence including ROCAP - review and approve.
Tanya Kratz	Administration II	18/11/2021	0.6	220.00	132.00	Administration	Draft motor vehicle search letter and forms for Victoria and New South Wales respectively. Finalise motor vehicle search letters for QLD and VIC. Finalise ROCAP pack. Finalise the Declaration of Independence, Relevant Relationships and Indemnities. Finalise and issue the circular to creditors as requested. Draft and lodge the Australian Securities and Investment Commission advertisement of appointment and for the first meeting of creditors. Draft further utility, authority and court letters for both VIC and NSW as requested.
Matthew Burns	Associate II	18/11/2021	0.2	335.00	67.00	Administration	Lodge ATO notification. Save to file
Paris Parasadi	Director	18/11/2021	0.1	530.00	53.00	Administration	Catch up with RCL in relation to customer and creditor queries, discussions with JED regarding resourcing
Ashleigh Ubank	Administration II	18/11/2021	0.1	220.00	22.00	Administration	Electronic signature/s inserted into ATO notification of appointment forms, collated with attachments and finalised in PDF & hard copy format.
Ashleigh Ubank	Administration II	18/11/2021	0.1	220.00	22.00	Administration	Request for public email folders issued. Request for Act Codes to be added to matter Carpe Diem files issued.
Kelly-Anne Trenfield	Sr Managing Dir	19/11/2021	0.1	720.00	72.00	Administration	Team update meeting; review security schedule; Review and update to do list; query outstanding items; Review incoming documentation, consider and send to filing
Joanne Dunn	Sr Managing Dir	19/11/2021	0.1	720.00	72.00	Administration	Review and approve letters to NSW & VIC for utilities, courts and authorities.

Impact Specs Ltd (In Liquidation) ACN 614 365 258 - WIP for period 17 November 2021 to 5 December 2021							
Tkpr Name	Title	Date	Bill Hrs	Bill Rate	Billable Amt	Task Category	Narrative
Joanne Dunn	Sr Managing Dir	19/11/2021	0.1	720.00	72.00	Administration	Team meeting for general VA planning.
Tanya Kratz	Administration II	19/11/2021	0.3	220.00	66.00	Administration	Finalise letter of authority as requested. Upload circular to creditors to the Australian Taxation Office portal as requested. Finalise VIC and NSW authority, court and utility letters as requested. Collate and finalise statement of posting for circular as requested.
Julie Gruzca	Administration I	19/11/2021	0.3	185.00	55.50	Administration	Address searches, mail merge, printing and mailing documents.
Brooke Petersen	Consultant I	19/11/2021	0.1	360.00	36.00	Administration	Entering submission and lodging Declaration of Independence with ASIC
Joanne Dunn	Sr Managing Dir	22/11/2021	0.2	720.00	144.00	Administration	General queries and matter oversight.
John Park	Sr Managing Dir	22/11/2021	0.1	720.00	72.00	Administration	Team update meeting; call with Tim Klineberg at King & Wood Malleons; settle 440B notice for BONY.
Tanya Kratz	Administration II	22/11/2021	0.3	220.00	66.00	Administration	Update creditor contact details in MYOB Insol as requested. Draft and finalise VIC motor vehicle search letter as requested. Draft, finalise and issue NSW motor vehicle search request form as requested.
Paris Parasadi	Director	22/11/2021	0.1	530.00	53.00	Administration	Catch up with engagement team
Paris Parasadi	Director	22/11/2021	0.1	530.00	53.00	Administration	Working with AMU, JED and TK to finalise remaining on-appointment tasks, updating checklists, double checking lodgements, review remaining drafts and approving for issuance
John Park	Sr Managing Dir	23/11/2021	0.1	720.00	72.00	Administration	Email in / out Mills Oakley / Subbles United; review FIG circular.
Joanne Dunn	Sr Managing Dir	23/11/2021	0.1	720.00	72.00	Administration	General queries and matter oversight.
Sandesh Pereira	Associate II	24/11/2021	0.4	335.00	134.00	Administration	Draft Professional Fees incurred tracker for entity.
Julian Gowdie	Sr. Consult I	24/11/2021	0.3	435.00	130.50	Administration	Reviewing ROCAP provided by director and saving down to electronic Job folder
Joanne Dunn	Sr Managing Dir	24/11/2021	0.1	720.00	72.00	Administration	General queries and matter oversight.
Paris Parasadi	Director	24/11/2021	0.1	530.00	53.00	Administration	Work with Sandesh and Matt Burns in relation to Fee Tracker
Joanne Dunn	Sr Managing Dir	25/11/2021	0.2	720.00	144.00	Administration	ESOP review of assets and liabilities.
Julian Gowdie	Sr. Consult I	25/11/2021	0.3	435.00	130.50	Administration	Reviewing ROCAP submitted by director and filing Part A separately for lodgement with ASIC
Joanne Dunn	Sr Managing Dir	25/11/2021	0.1	720.00	72.00	Administration	General queries and matter oversight.
John Park	Sr Managing Dir	25/11/2021	0.1	720.00	72.00	Administration	Call with King & Wood Malleons / BNY; review ESOP position; prepare for creditors meeting.
Paris Parasadi	Director	25/11/2021	0.1	530.00	53.00	Administration	Privium team catch up
Paris Parasadi	Director	25/11/2021	0.1	530.00	53.00	Administration	Work with Julian regarding ROCAP submissions
Ashleigh Ubank	Administration II	25/11/2021	0.1	220.00	22.00	Administration	ATO RFD/FOI request forms drafted for matter. Electronic signature/s inserted into ATO RFD/FOI request forms and finalised in PDF format. Company search done on related parties.
Kelly-Anne Trenfield	Sr Managing Dir	26/11/2021	0.1	720.00	72.00	Administration	Review and update statement of position; Review incoming documentation, consider and send to filing; media; Review and update to do list; query outstanding items meeting with ASIC; alternative consent; requests for books and records; banking - nab update re approvals/viewing access consent from Rohrt; discussion re DIRR etc6
Paris Parasadi	Director	26/11/2021	0.1	530.00	53.00	Administration	Run WIP fees, update fee tracker, circulating
Julian Gowdie	Sr. Consult I	26/11/2021	0.1	435.00	43.50	Administration	Lodging Form 507 with ASIC
Ashleigh Ubank	Administration II	26/11/2021	0.1	220.00	22.00	Administration	Electronic signature/s inserted into Mills Oakley cost agreement disclosure notice, collated with attachments and finalised in PDF & hard copy format.
Tanya Kratz	Administration II	30/11/2021	0.4	220.00	88.00	Administration	Compile Annexure 2 company information from company searches for the VA report as requested.
Kelly-Anne Trenfield	Sr Managing Dir	30/11/2021	0.1	720.00	72.00	Administration	Review and update to do list; query outstanding itemsPrepare summary schedule re legal advice Review incoming documentation, consider and send to filing
Ashleigh Ubank	Administration II	30/11/2021	0.2	220.00	44.00	Administration	Electronic signature/s inserted into Mills Oakley costs agreement disclosure notice and finalised in PDF & hard copy format.
Paris Parasadi	Director	1/12/2021	0.2	530.00	106.00	Administration	Planning allocations with MEK, JED, review templates, precedents, contacting various manager and staff to request assistance, planning for various meetings throughout the day, sending invites, resolving scheduling conflicts and preparing talking points
Paris Parasadi	Director	1/12/2021	0.2	530.00	106.00	Administration	Dealings with Anthony Feldman, Chris Diphorn and Devo Bhayat with regards to Data Collection, answer queries, provide guidance on records to keep, gathering feedback from other managers, email exchanges throughout the day
Joanne Dunn	Sr Managing Dir	1/12/2021	0.1	720.00	72.00	Administration	Review, amend and approve lodgment of mail redirections with Australia Post.
Subtotal - Administration:					4,188.00		
Grand Total					25,291.00		

Impact Specs Ltd (In Liquidation) ACN 614 365 258 - WIP for period 6 December 2021 to 21 December 2021							
Tkpr Name	Title	Date	Bill Hrs	Bill Rate	Billable Amt	Task Category	Narrative
James Rogers	Managing Dir	6/12/2021	0.1	660.00	66.00	Assets - Real Estate	Assets - Emails with TK and MEK re property searches.
Julian Goudle	Sr. Consult I	6/12/2021	0.2	435.00	87.00	Assets - Real Estate	Correspondence regarding WIP - Land amounts disclosed on ROCAP
Samuel Dennis	Associate I	6/12/2021	0.2	300.00	60.00	Assets - Real Estate	Discussion with Renee Lobb regarding the pre-appointment bank account set up in Insol 6. Subsequently requested the accounts services team set up accounts in Insol 6 for the pre-appointment bank accounts. This included searching for bank statements amongst the company files which detail the required account details and identifying the appropriate balance as at appointment and providing Account Services with said details.
Jeremy Dalais	Sr. Consult II	7/12/2021	0.1	480.00	48.00	Assets - Real Estate	Meeting and catchup with Kelly and James in relation to matter.
James Rogers	Managing Dir	7/12/2021	0.2	660.00	132.00	Assets - Real Estate	Assets - emails with PYP re Insurance; email regarding Urban Utilities; disc with KAT and JPD regarding valuers and agents.
Samuel Dennis	Associate I	7/12/2021	0.3	300.00	90.00	Assets - Real Estate	Liaising with Renee Lobb and Accounts Services team regarding the set up of the pre-appointment bank account in Insol 6. Searched through company records to find the applicable bank statements and reviewed the statements to identify the balance of the account as at appointment (17.09.21). Subsequently provided the information and instructions to the Accounts Services team to set up the account in Insol 6.
James Rogers	Managing Dir	8/12/2021	0.3	660.00	198.00	Assets - Real Estate	Assets - Review draft update report on Impact Specs; review emails from Britta and PYP regarding insurance matters
James Rogers	Managing Dir	14/12/2021	0.1	660.00	66.00	Assets - Real Estate	Assets - review QBCC letter.
Jeremy Dalais	Sr. Consult II	15/12/2021	2.2	480.00	1056.00	Assets - Real Estate	Calls with James to discuss potential contract on 43 Tempo Drive. Conduct searches in h-drive for potential unsigned contracts, review contract and contact relevant party. Email to Hodgson Lawyers on same. Drafting valuer submission letter and agent submission letter templates
James Rogers	Managing Dir	15/12/2021	1.6	660.00	1056.00	Assets - Real Estate	Assets - email from RCL regarding Danny Pinczewski (Oxley Capital) Inquiry regarding assets; email to and disc with JPD regarding valuation quotation request matters; msggs with Paul Robbins (Acuments) regarding quote request; PC with Gavin Hulcombe (HTW) regarding quotation request; email from Lan Nguyen (Hodgson Lawyers) regarding Harris contract for 43 Tempo Drive, Ripley; emails and discussions with JPD re same, review of incomplete build and purchase contracts
James Rogers	Managing Dir	16/12/2021	0.4	660.00	264.00	Assets - Real Estate	Assets - Emails regarding insurance queries; emails with JPD and KAT regarding valuation quotation request letters, review and amend same; Disc with JPD re contract for Tempo Drive, Ripley
Jeremy Dalais	Sr. Consult II	16/12/2021	0.2	480.00	96.00	Assets - Real Estate	Emails with Hodgson Lawyers in relation to Tempo Drive Ripley.
James Rogers	Managing Dir	17/12/2021	0.4	660.00	264.00	Assets - Real Estate	Assets - Email to JPD regarding valuation request letter to JLL; PC with Jim Webster (JLL) re valuation quotation; Meeting with KAT and JPD regarding update on status for valuations; agents; consideration on potential contract on Ripley.
Jeremy Dalais	Sr. Consult II	17/12/2021	0.5	480.00	240.00	Assets - Real Estate	Catchup with Kelly Trenfield and James to discuss status of matter, various issues and next steps.
James Rogers	Managing Dir	18/12/2021	0.1	660.00	66.00	Assets - Real Estate	Assets - emails from JPD, KAT and AU regarding valuation quote request letters.
Jeremy Dalais	Sr. Consult II	20/12/2021	0.4	480.00	192.00	Assets - Real Estate	Review finalised 3 x letters to valuers and issue 3 x emails.
Jeremy Dalais	Sr. Consult II	20/12/2021	0.3	480.00	144.00	Assets - Real Estate	Email response to Bart Adson in relation to 43 Tempo Drive.
James Rogers	Managing Dir	20/12/2021	0.1	660.00	66.00	Assets - Real Estate	Assets - emails regarding valuation quote requests; emails from/to JPD regarding contract for Lot 209, Tempo Drive, Ripley
James Rogers	Managing Dir	21/12/2021	1.9	660.00	1254.00	Assets - Real Estate	Assets - Disc with JED regarding timing of sales/potential realisation; disc with JPD/JED re creditors; emails from Lan Nguyen (Hodgson Lawyers) and JPD regarding contract for Lot 209 Tempo Drive, Ripley contract; Disc with JPD regarding fencing and valuation matters; Research on PC with Tony Williams (Ray White), and emails with KAT and JPD regarding agent submission matters, review and update draft submission request letters. Disc with BP regarding electricity requirements.
Jeremy Dalais	Sr. Consult II	21/12/2021	0.5	480.00	240.00	Assets - Real Estate	Phone call from Acuments in relation to valuation quote. Email response to Gavin of HTW in relation to query on valuation quote. Discussions with JR in relation to same.
Jeremy Dalais	Sr. Consult II	21/12/2021	0.4	480.00	192.00	Assets - Real Estate	Multiple phone calls with Hodgson Lawyers in relation to providing an update on Tempo Drive Ripley and in relation to potential unsecured creditor claims pre-appointment.
Subtotal - Assets:					5,877.00		
Stephanie Jiang	Associate I	6/12/2021	1.2	300.00	360.00	Creditors	Drafting the Historical Financials section of the VA report.
Paris Parasadi	Director	6/12/2021	0.2	530.00	106.00	Creditors	Briefing BP and MSB on investigations to date, assisting with Background and history section of VA Report
Paris Parasadi	Director	6/12/2021	0.3	530.00	159.00	Creditors	Working on 2nd VA Report
Samuel Dennis	Associate I	6/12/2021	0.2	300.00	60.00	Creditors	Received further feedback from Joanne Dunn regarding the draft meeting minutes. Subsequently updated the minutes as per the comments, made amendments to the meeting attendance list to include the amounts admitted for each creditor for voting purposes and including which entity within the Privilium group the party is a creditor to.
Brooke Petersen	Consultant I	6/12/2021	0.7	360.00	252.00	Creditors	Drafting background information for report, creating history timeline of Companies. Researching industry construction costs and demand and creating graphics. Discussing report tasks with Matthew Burns. Updating Director explanation for difficulties
Matthew Burns	Associate II	6/12/2021	0.6	335.00	201.00	Creditors	Background and reasons for failure section of the report. Reviewing historical financial statements and company information. Meetings with Brooke to discuss section of the report. Email to Jo and Paris to review.
Stephanie Jiang	Associate I	6/12/2021	1.2	300.00	360.00	Creditors	Drafting the Historical Financials section of the VA report.
Ashleigh Ubank	Administration II	6/12/2021	0.1	220.00	22.00	Creditors	Electronic signature/s inserted into follow up PPSR letters, collated with attachments and finalised in PDF & hard copy format.
Joanne Dunn	Sr Managing Dir	6/12/2021	0.4	720.00	288.00	Creditors	Review and amend report to creditors - sections including investigations, ROCAP, historical financials, background, ESOP.
Joanne Dunn	Sr Managing Dir	6/12/2021	0.1	720.00	72.00	Creditors	Minutes of 1st VA meeting - review and amend.
Tanya Kratz	Administration II	7/12/2021	0.4	220.00	88.00	Creditors	Enter Proofs of Debt and Proxy forms into MYOB Insol as requested.
Carla Fairweather	Managing Dir	7/12/2021	0.1	660.00	66.00	Creditors	Liaising with engagement team regarding statutory charge over land owned by Impact Specs.
Nicholas Hawthorne	Consultant I	7/12/2021	0.3	360.00	108.00	Creditors	Review and consider correspondence regarding PPSR Inquiry
Stephanie Jiang	Associate I	7/12/2021	0.1	300.00	30.00	Creditors	Drafting the inter company loan section of the VA report, including tables and commentary.
Stephanie Jiang	Associate I	7/12/2021	1.1	300.00	330.00	Creditors	Drafting the Historical Financials section of the VA report.
Paris Parasadi	Director	7/12/2021	0.1	530.00	53.00	Creditors	Catch up with JED regarding status of VA report
Paris Parasadi	Director	7/12/2021	0.1	530.00	53.00	Creditors	Review Background and history section of 2nd VA Report, work with Matt and Brooke regarding same, provide comments to JED
Matthew Burns	Associate II	7/12/2021	0.7	335.00	234.50	Creditors	Remuneration approval report. Export WIP data. Formatting and tabling data. Drafting Remuneration report
Joanne Dunn	Sr Managing Dir	7/12/2021	0.4	720.00	288.00	Creditors	Review and amend report to creditors - sections including investigations, ROCAP, historical financials, background, ESOP.
Sandesh Pereira	Associate II	7/12/2021	0.6	335.00	201.00	Creditors	Analyse historical balance sheet data from FY19 to FY21.
Sandesh Pereira	Associate II	7/12/2021	0.3	335.00	100.50	Creditors	Draft initial report on historical balance sheet financials from FY 19 to FY21.
Tanya Kratz	Administration II	8/12/2021	0.4	220.00	88.00	Creditors	Add historical financials draft report section into the master report template. Apply and rework formatting to ensure consistency as required.
Carla Fairweather	Managing Dir	8/12/2021	0.1	660.00	66.00	Creditors	Commencing drafting of ESOP section of VA Report including updating ESOP for details of secured and unsecured creditors.
Stephanie Jiang	Associate I	8/12/2021	0.4	300.00	120.00	Creditors	Drafting the inter company loan section of the VA report, including tables and commentary.
Paris Parasadi	Director	8/12/2021	0.3	530.00	159.00	Creditors	Working with Sandesh and Stephanie regarding historical financials section
Paris Parasadi	Director	8/12/2021	0.2	530.00	106.00	Creditors	Working with MEK regarding ROCAP section, reviewing, coordinating with BP, Sam Dennis, JPD and Carla
Samuel Dennis	Associate I	8/12/2021	0.1	300.00	30.00	Creditors	Drafted the form 5011 via the ASIC portal in preparation for lodging the approved meeting minutes from the first meeting of creditors held on 29/11/2021. Subsequently saved to file and circulated to Paris Parasadi for review.
Matthew Burns	Associate II	8/12/2021	0.9	335.00	301.50	Creditors	Drafts remuneration report to creditors. Completing tasks tables. Formatting wip tables
Joanne Dunn	Sr Managing Dir	8/12/2021	0.4	720.00	288.00	Creditors	Review and amend report to creditors - sections including investigations, ROCAP, historical financials, background, ESOP.
Jeremy Dalais	Sr. Consult II	8/12/2021	0.6	480.00	288.00	Creditors	Work on asset recovery section for report. Discussion with JR on same and circulate to JR for additional input.
Carla Fairweather	Managing Dir	9/12/2021	0.5	660.00	330.00	Creditors	Updating and amending ESOP appendix section of VA Report, tables and notes.
Matthew Burns	Associate II	9/12/2021	0.6	335.00	201.00	Creditors	Remuneration report. Formatting WIP tables and updating task tables
Matthew Burns	Associate II	9/12/2021	0.3	335.00	100.50	Creditors	Meeting registration documents. Circular to creditors. Notice of meeting. Proxy forms and proof of debt forms.

Impact Specs Ltd (In Liquidation) ACN 614 365 258 - WIP for period 6 December 2021 to 21 December 2021							
Tkpr Name	Title	Date	Bill Hrs	Bill Rate	Billable Amt	Task Category	Narrative
Samuel Dennis	Associate I	9/12/2021	0.1	300.00	30.00	Creditors	Lodged the approved meeting minutes via the ASIC portal and saved the lodged copy to file.
Brooke Petersen	Consultant I	9/12/2021	0.7	360.00	252.00	Creditors	Updating drafted history, background and failure sections of report for second edit and providing more commentary. Meeting with Matthew Burns to discuss the report and discussing with Paris Parasadi. Circulating to team.
Joanne Dunn	Sr Managing Dir	9/12/2021	0.9	720.00	648.00	Creditors	Review and amend report to creditors - sections including investigations, ROCAP, historical financials, background, ESOP.
Jeremy Dalais	Sr. Consult II	9/12/2021	0.3	480.00	144.00	Creditors	Updating report per feedback and comments from JR and circulate to JED/PYP.
Mattai Kwan	Sr. Consult II	9/12/2021	1.5	480.00	720.00	Creditors	Working on ROCAP section
Carla Fairweather	Managing Dir	10/12/2021	0.6	660.00	396.00	Creditors	Updating, reviewing and amending ESOP, appendix ESOP section of report and ESOP section of report. Liaising with P Parasadi regarding same. Reviewing ROCAP section of report and providing updates regarding securities and Joff payments.
Stephanie Jlang	Associate I	10/12/2021	0.4	300.00	120.00	Creditors	Drafting the Key Messages section of the VA report.
Stephanie Jlang	Associate I	10/12/2021	0.2	300.00	60.00	Creditors	General proof read of the master draft of the VA report.
Brooke Petersen	Consultant I	10/12/2021	0.2	360.00	72.00	Creditors	Reviewing mail received and directing to correct team for response. Saving to file and coordinating responses to parties
Brooke Petersen	Consultant I	10/12/2021	0.5	360.00	180.00	Creditors	Reviewing Westpac pre-appointment accounts to ensure receipts and payments up to date and making changes to ROCAP sections in the report as applicable
Joanne Dunn	Sr Managing Dir	10/12/2021	0.2	720.00	144.00	Creditors	Review and amend report to creditors - sections including investigations, ROCAP, historical financials, background, ESOP.
Jeremy Dalais	Sr. Consult II	10/12/2021	0.3	480.00	144.00	Creditors	Continue to review report to creditors and update commentary where necessary.
Mattai Kwan	Sr. Consult II	10/12/2021	0.1	480.00	48.00	Creditors	Discussions with PYP re report / status / changes
Paris Parasadi	Director	10/12/2021	0.3	530.00	159.00	Creditors	Review Remuneration Reports by Matt Burns, check ESOP, Proxies
Paris Parasadi	Director	10/12/2021	0.2	530.00	106.00	Creditors	Review and amend meeting documents, proxies, meeting registration form, discussions with Marco regarding same
Paris Parasadi	Director	10/12/2021	0.4	530.00	212.00	Creditors	First review of consolidated 2nd VA Report, making amendments, changes, rewrites, updating glossary, references, checking calculations
Paris Parasadi	Director	11/12/2021	0.2	530.00	106.00	Creditors	Review 2nd VA Report, refining, making changes by Jo and other managers on Saturday
Joanne Dunn	Sr Managing Dir	11/12/2021	0.2	720.00	144.00	Creditors	Review and amend report to creditors - sections including investigations, ROCAP, historical financials, background, ESOP.
Paris Parasadi	Director	12/12/2021	0.2	530.00	106.00	Creditors	Review 2nd VA Report, refining, making changes by Jo and other managers on Sunday
Carla Fairweather	Managing Dir	12/12/2021	0.1	660.00	66.00	Creditors	Reviewing report to creditors and updating as required.
Joanne Dunn	Sr Managing Dir	12/12/2021	0.2	720.00	144.00	Creditors	Review and amend report to creditors - sections including investigations, ROCAP, historical financials, background, ESOP.
Stephanie Jlang	Associate I	13/12/2021	0.3	300.00	90.00	Creditors	Updating the historical financials section of the VA report draft as per comments.
Stephanie Jlang	Associate I	13/12/2021	0.2	300.00	60.00	Creditors	General proof read and collecting list of abbreviations in the VA report.
Jeremy Dalais	Sr. Consult II	13/12/2021	0.2	480.00	96.00	Creditors	Updating report and responding to comments on same.
James Rogers	Managing Dir	13/12/2021	0.8	660.00	528.00	Creditors	Review draft creditors and remuneration reports
Carla Fairweather	Managing Dir	13/12/2021	0.2	660.00	132.00	Creditors	Reviewed and amended remuneration reports for all entities. Reviewed and updated ESOP tables and notes for VA report.
Paris Parasadi	Director	13/12/2021	0.8	530.00	424.00	Creditors	Working on 2nd VA Report, Numerous reviews, page turners, completing missing sections, review amendments by other managers, arranging changes.
Joanne Dunn	Sr Managing Dir	13/12/2021	0.9	720.00	648.00	Creditors	2nd VA report - review, editing, team discussions, creditor notifications, portal uploads, approvals.
Brooke Petersen	Consultant I	13/12/2021	0.5	360.00	180.00	Creditors	Updating report including: reviewing and updating creditor list for issue, reviewing proxy forms and notice of meeting, drafting creditor upload request
Brooke Petersen	Consultant I	13/12/2021	0.6	360.00	216.00	Creditors	Updating report including: reviewing post-appointment bank accounts for receipts and payments reconciliation, providing more commentary on history and background, updating remuneration reports for time cards.
John Park	Sr Managing Dir	14/12/2021	0.6	720.00	432.00	Creditors	Settle second Voluntary Administration report to creditors.
Jeremy Dalais	Sr. Consult II	14/12/2021	0.3	480.00	144.00	Creditors	Final updates and amendments to report section. Discussion with PYP and JED in relation to same.
Ashleigh Ubank	Administration II	14/12/2021	0.2	220.00	44.00	Creditors	(Credit) Updates made to report based on marked up changes by John Park. Signature/s inserted electronically into documents of circular, documents collated and finalised in PDF format. Circular, report and associated meeting documents uploaded to the creditors Portal.
Paris Parasadi	Director	14/12/2021	0.6	530.00	318.00	Creditors	Final review and finalising 2nd VA Report, working with Brooke on final touches, work with TK regarding progressive formatting, work with KF in relation to issuance logistics, changes by JRP, JED, BC, work with AMU regarding portal uploads
Joanne Dunn	Sr Managing Dir	14/12/2021	1.1	720.00	792.00	Creditors	2nd VA report - review, editing, team discussions, creditor notifications, portal uploads, approvals.
Brooke Petersen	Consultant I	14/12/2021	0.7	360.00	252.00	Creditors	Updating report including: Updating Remuneration reports for consistency, updating draft of meeting documents and notices, and updating ESOP for uplift in future fee approval request, organising mail out of reports, issuing circular
Paris Parasadi	Director	15/12/2021	0.3	530.00	159.00	Creditors	Internal meeting to discuss 2nd Creditors Meeting, brainstorming improvements, logistics, registration process. Work with BP and Marco throughout the day to create and refine a streamlined master documents
Paris Parasadi	Director	15/12/2021	0.2	530.00	106.00	Creditors	Trialling and demoting master registration spreadsheets, discussions with Marco, Brooke, Sandesh and Stephanie in relation to same, receive feedback, making recommendations, planning for briefing to rest of the team tomorrow
Joanne Dunn	Sr Managing Dir	15/12/2021	0.4	720.00	288.00	Creditors	Dealing with report queries.
Samuel Dennis	Associate I	15/12/2021	0.1	300.00	30.00	Creditors	Team meeting regarding the 2nd meeting of creditors - round table discussion and planning for allocation of roles to prepare for the meeting. Received instructions from Paris Parasadi.
Brooke Petersen	Consultant I	15/12/2021	1	360.00	360.00	Creditors	Discussing upcoming meeting with team (Marco Bozzetto and Matthew Burns). Second meeting processes and delegation, drafting Meeting register form, discussing COI meeting, set up and process in MYOB
Brooke Petersen	Consultant I	15/12/2021	0.3	360.00	108.00	Creditors	Drafting ASIC form 530 for lodgement of report to ASIC
Marco Bozzetto	Sr. Consult II	15/12/2021	0.3	480.00	144.00	Creditors	Attend meetings with team to discuss logistics for meeting registrations and polling. Attend to queries from team. Review and amend template emails and spreadsheets for meeting preparation.
Paris Parasadi	Director	16/12/2021	0.2	530.00	106.00	Creditors	Preparing for meeting with Team to brief them on registration process for 2nd Meeting of Creditors, discussions with Brooke, Marco, Matt Burns, preparing demonstrations and examples. Coordinate with Sandesh
Joanne Dunn	Sr Managing Dir	16/12/2021	0.4	720.00	288.00	Creditors	ASIC form 530 - review draft, discuss content with Brooke Petersen and amend; approve to lodge amended version.
Paris Parasadi	Director	16/12/2021	0.2	530.00	106.00	Creditors	Hold meeting with Client and Creditor response teams, instructions on expectations, registration process, contingencies, demonstrations on how to record POD and Proxies. Debriefing with First Meeting Team thereafter
Matthew Burns	Associate II	16/12/2021	0.3	335.00	100.50	Creditors	Draft meeting deck.
Samuel Dennis	Associate I	16/12/2021	0.1	300.00	30.00	Creditors	Team meeting regarding the 2nd meeting of creditors - round table discussion and planning for allocation of roles to prepare for the meeting. Received instructions from Paris Parasadi.
Brooke Petersen	Consultant I	16/12/2021	0.3	360.00	108.00	Creditors	Catching up with Matthew Burns on meeting registration process, and drafting meeting minutes for second meeting, returning ATO phone call regarding meeting
Brooke Petersen	Consultant I	16/12/2021	0.6	360.00	216.00	Creditors	Drafting ASIC form 530 for lodgement of report to ASIC
Marco Bozzetto	Sr. Consult II	16/12/2021	0.1	480.00	48.00	Creditors	Attend meeting with broader team to explain process for meeting preparation.
Marco Bozzetto	Sr. Consult II	16/12/2021	0.2	480.00	96.00	Creditors	Review meeting settings in Zoom. Conduct test meeting with Paris P.
Matthew Burns	Associate II	17/12/2021	0.4	335.00	134.00	Creditors	Preparation for second meeting of creditors. Preparing slide deck for meeting. Setting up microsoft forms for meeting of creditors.
Joanne Dunn	Sr Managing Dir	17/12/2021	0.3	720.00	216.00	Creditors	Meeting with Paris Parasadi and Matthew Burns to prepare for meeting of creditors; deck and meeting process.
Paris Parasadi	Director	17/12/2021	0.2	530.00	106.00	Creditors	Preparing for COI Meeting
Paris Parasadi	Director	17/12/2021	0.1	530.00	53.00	Creditors	Attending COI Meeting
Paris Parasadi	Director	17/12/2021	0.2	530.00	106.00	Creditors	Review and respond to creditor enquires, monitor inboxes, coordinate with team to process registrations
Paris Parasadi	Director	17/12/2021	0.1	530.00	53.00	Creditors	Meeting with Jo and Matt Burns to discuss slides, 2nd Meeting. Debriefing with MSB thereafter
Paris Parasadi	Director	17/12/2021	0.1	530.00	53.00	Creditors	First Test Run for 2nd Meeting Facilities with Marco
Paris Parasadi	Director	18/12/2021	0.1	530.00	53.00	Creditors	Monitor email inboxes, working with Sandesh and Stephanie in relation to meeting registrations

Impact Specs Ltd (In Liquidation) ACN 614 365 258 - WIP for period 6 December 2021 to 21 December 2021							
Tkpr Name	Title	Date	Bill Hrs	Bill Rate	Billable Amt	Task Category	Narrative
Paris Parasadi	Director	19/12/2021	0.1	530.00	53.00	Creditors	Monitor email inboxes, working with Sandesh and Stephanie in relation to meeting registrations
Joanne Dunn	Sr Managing Dir	20/12/2021	0.2	720.00	144.00	Creditors	Meeting preparation with team - dry run through.
Paris Parasadi	Director	20/12/2021	0.3	530.00	159.00	Creditors	Preparing for 2nd meeting with Marco, Matt Burns, Brooke and team. Review registers, mailbox, test out facilities
Matthew Burns	Associate II	20/12/2021	0.9	335.00	301.50	Creditors	Preparation for second meeting of creditors. Entering details into meeting registration workbook. Checking proof of debt form and proxy form. Issuing meeting invitation link. Preparation of slide deck and meeting minutes. Transferring creditors to polling
Kelly-Anne Trenfield	Sr Managing Dir	21/12/2021	0.2	720.00	144.00	Creditors	Preparation for creditors meeting - Read 439A report; Review and update to do list; query outstanding items; review meeting pack
Joanne Dunn	Sr Managing Dir	21/12/2021	0.9	720.00	648.00	Creditors	Preparation for meeting of creditors - amend minutes and slide deck; practice run through; discussions with team on information.
Brooke Petersen	Consultant I	21/12/2021	0.1	360.00	36.00	Creditors	Drafting proxy forms for related entity creditors under the administration
Brooke Petersen	Consultant I	21/12/2021	1.3	360.00	468.00	Creditors	Phone calls to Logan and Ipswich City Council to attempt quorum for second meeting
Brooke Petersen	Consultant I	21/12/2021	0.4	360.00	144.00	Creditors	Updating minutes for second meeting of creditors according to quorums likely present and adjournments
Paris Parasadi	Director	21/12/2021	0.9	530.00	477.00	Creditors	Preparing for 2nd Meeting of Creditors with MSB, BP, Sandesh and Stephanie. Monitor master registers, mailboxes, review polling process, minutes, reports. Preparing notes and to do list for the running of meeting. Coordinate with Jo throughout the day
Matthew Burns	Associate II	21/12/2021	1	335.00	335.00	Creditors	Preparation for second meeting of creditors. Issuing meeting invitation links. Review of meeting register. review proof of debt forms. Issuing meeting invitation links. Drafting meeting slides and meeting minutes. Entering details for creditors into MYOB.
Subtotal - Creditors:					19,124.00		
Erin Millard	Associate I	6/12/2021	0.8	300.00	240.00	Investigations	Download Company bank register for relation back period and begin investigation for potential preference payments. Look through suspicious payments and compare transactions to MYOB and Bank statements. Record all information in the preference payments working papers
Erin Millard	Associate I	7/12/2021	0.4	300.00	120.00	Investigations	Continue investigations into transactions that may classify as a preference payment.
Marial Kwan	Sr. Consult II	8/12/2021	0.9	480.00	432.00	Investigations	Investigations into the ERV of Assets on the ROCAP
Sandesh Pereira	Associate II	8/12/2021	0.2	335.00	67.00	Investigations	Review preference claims file
Julie Gruzca	Administration I	9/12/2021	0.4	185.00	74.00	Investigations	Transferring ASIC PMS Search data to a readable format
Ashleigh Ubank	Administration II	20/12/2021	0.1	220.00	22.00	Investigations	ATO response to FGI request retrieved from the ATO business portal, issued via email to POC and allocated in the portal.
Subtotal - Investigations:					955.00		
Paris Parasadi	Director	6/12/2021	0.1	530.00	53.00	Administration	Assist Sam Dennis with reconciling polling numbers, Form 5011 drafting
Paris Parasadi	Director	6/12/2021	0.1	530.00	53.00	Administration	Catch up with JED regarding status of VA report
Tanya Kratz	Administration II	6/12/2021	0.3	220.00	66.00	Administration	Complete RP data searches as requested and circulate results to team. Complete credit card authority and resubmit NSW motor vehicle search request as directed.
Samuel Dennis	Associate I	7/12/2021	0.3	300.00	90.00	Administration	Setting up the appropriate accounts in Insol 6 for the receipting of funds being received in the pre and post appointment bank accounts, which relate to pre-appointment debtors and alike, liaised with Renee Lobb and Account Services
Samuel Dennis	Associate I	7/12/2021	0.2	300.00	60.00	Administration	Received funds from the pre-appointment Westpac bank account. Subsequently prepared the receipt of these funds in Insol 6, attached supporting documents, saved to file and circulated to Renee Lobb for approval.
Jale Lilburne	Associate II	8/12/2021	0.1	290.00	29.00	Administration	Post receipt
Kelly-Anne Trenfield	Sr Managing Dir	8/12/2021	0.1	720.00	72.00	Administration	JED update/brief re status of appointment
Yuet Yeng Yee	Administration I	9/12/2021	0.1	185.00	18.50	Administration	Complete bank reconciliation for the previous month. Download bank statements from online banking platform. Complete reconciliation in Insol6. Download completed reconciliation. Check for stale batches in Insol6. Email to file staff and manager for review
Tanya Kratz	Administration II	9/12/2021	1.1	220.00	242.00	Administration	Add various draft report sections into the master report template. Apply and rework formatting to ensure consistency throughout the report.
Ashleigh Ubank	Administration II	9/12/2021	0.1	220.00	22.00	Administration	(Admin) Electronic signature/s inserted into additional MLIIs Oakley cost agreement and disclosure collated with attachments and finalised in PDF & hard copy format.
Zin Thaya Khin	Associate II	9/12/2021	0.2	290.00	58.00	Administration	Request for November bank statement and transaction listing from Westpac for reconciliation purposes.
Renee Lobb	Managing Dir	10/12/2021	0.1	660.00	66.00	Administration	Review and approve bank reconciliation x 2
Tanya Kratz	Administration II	10/12/2021	0.9	220.00	198.00	Administration	Amend the Remuneration reports' formatting as requested. Add various draft report sections into the master VA report template. Apply and rework formatting to ensure consistency throughout the report. Circulate final version of collated report for review.
Zin Thaya Khin	Associate II	10/12/2021	0.1	290.00	29.00	Administration	Complete pre-appointment bank reconciliation for the month of November 2021 in Insol6. Download completed reconciliation. Check for stale batches in Insol6. Email to file staff for review.
Paris Parasadi	Director	10/12/2021	0.1	530.00	53.00	Administration	Work with Ash regarding preparations for Report upload on Tuesday next week
Zin Thaya Khin	Associate II	13/12/2021	0.2	290.00	58.00	Administration	Complete bank reconciliation as at 9 December 2021. Download bank statement from online banking platform. Complete reconciliation in Insol6. Download completed reconciliation. Check for stale batches in Insol6. Email to file staff for review.
Samuel Dennis	Associate I	13/12/2021	0.1	300.00	30.00	Administration	Received the November 2021 Bank Reconciliations for the pre ad post appointment bank accounts - reviewed and saved to matter file.
Tanya Kratz	Administration II	13/12/2021	0.8	220.00	176.00	Administration	Amend the Remuneration reports' formatting as requested. Apply and rework formatting to ensure consistency throughout the report.
Paris Parasadi	Director	14/12/2021	0.2	530.00	106.00	Administration	Work with Brooke in relation to statutory requirements post issuance of 2nd VA Report
Tanya Kratz	Administration II	14/12/2021	0.8	220.00	176.00	Administration	Amend the Remuneration reports' formatting as requested. Apply and rework formatting to ensure consistency throughout the report. Finalise the remuneration and VA reports as requested.
Brooke Petersen	Consultant I	14/12/2021	0.3	360.00	108.00	Administration	Drafting ASIC lodgement and statement of posting, ensuring statutory duties for report were complete, issuing
Paris Parasadi	Director	15/12/2021	0.1	530.00	53.00	Administration	Working with TK in relation to lodgment of numerous documents in preparation of meeting, Form 530, Statement of Posting
Tanya Kratz	Administration II	15/12/2021	0.1	220.00	22.00	Administration	Redact NSW builders contract as requested.
Sandesh Pereira	Associate II	16/12/2021	0.2	335.00	67.00	Administration	Update professional fee tracker for December 12th.
Paris Parasadi	Director	16/12/2021	0.2	530.00	106.00	Administration	Review Form 530s, discussions with Brooke, liaise with JED in relation to amendments, querying TK in relation to ASIC requirements. Instructions to AMU regarding amendments to portal. Instructions to TK regarding remaining PODs to enter.
Kelly-Anne Trenfield	Sr Managing Dir	16/12/2021	0.1	720.00	72.00	Administration	Review incoming documentation, consider and send to filing; Review and update to do list; query outstanding items; Media coverage; updates
Kelly-Anne Trenfield	Sr Managing Dir	17/12/2021	0.4	720.00	288.00	Administration	File review meeting - JMR/PO re real property
Paris Parasadi	Director	20/12/2021	0.1	530.00	53.00	Administration	Preparing to do list for VA to Liquidation transition, issue instructions regarding same
Kelly-Anne Trenfield	Sr Managing Dir	20/12/2021	0.1	720.00	72.00	Administration	email in re contract on Ripley property; review and approve email correspondence - response
Kelly-Anne Trenfield	Sr Managing Dir	21/12/2021	0.1	720.00	72.00	Administration	review email re shortlist of agents; discuss with Jmr
Brooke Petersen	Consultant I	21/12/2021	0.2	360.00	72.00	Administration	Phone call to ATO regarding GST registration opening on portal and drafting November BAS
Paris Parasadi	Director	21/12/2021	0.1	530.00	53.00	Administration	Work with BP and SD regarding reconciliation of bank accounts, ATO portal, RFD, searches required
Subtotal - Administration:					2,693.50		
Grand Total					28,649.50		

Impact Specs Ltd (In Liquidation) ACN 614 365 258 - WIP for period 22 December 2021 to 8 February 2022							
Tkpr Name	Title	Date	Bill Hrs	Bill Rate	Billable Amt	Task Category	Narrative
James Rogers	Managing Dir	22/12/2021	1.10	660.00	726.00	Assets - Real Estate	Assets - PCs with Tony Williams (Ray White), Warren Ramsey (Ray White), James Brown (Ray White), ph msg for and email to Andrew Thomson (Ray White) re potential agency submission requests, emails with JPD re agency submission request letters; emails with JPD and KAT re fencing.
Jeremy Dalais	Sr. Consult II	22/12/2021	1.20	480.00	576.00	Assets - Real Estate	Updating and finalising agent letters x 9 for all vacant land properties. Phone calls with certain agents to obtain contact details and circulate to James for review. Phone call with temporary fencing provider to continue to engage and maintain fences on properties.
James Rogers	Managing Dir	28/12/2021	0.70	660.00	462.00	Assets - Real Estate	Assets - Team discussion regarding progress; emails from JPD and KAT re fencing, PC with Emily (Temporary Fencing), email to JPD re same; email from PYP re insurance; emails with Matt File regarding interest in lots
James Rogers	Managing Dir	24/12/2021	0.90	660.00	594.00	Assets - Real Estate	Assets - PC with Andrew Thomson (Ray White, Beaudesert) re Jimboomba submission; email from/to JPD re agent submission letters, review draft letters, email to KAT re same.
James Rogers	Managing Dir	5/01/2022	0.30	660.00	198.00	Assets - Real Estate	Assets - PC with email to Ken (1300 Temporary Fencing) regarding 2 Graham Court, Caboolture; Ph msg for Heidi Taylor (Professionals Jimboomba) regarding agency submission for 14 Narran Street, Jimboomba
Tanya Kratz	Administration II	10/01/2022	1.80	220.00	396.00	Assets - Real Estate	Review and format potential agent letters as requested.
Tanya Kratz	Administration II	10/01/2022	1.20	220.00	264.00	Assets - Real Estate	Amend formatting of letters addressed to potential agents as requested.
James Rogers	Managing Dir	10/01/2022	0.80	660.00	528.00	Assets - Real Estate	Assets - PC with Ryan Watson (Professionals Jimboomba) regarding agency submission for Jimboomba; review/update agency submission letters; discs and emails with JPD re agency submission letters, emails with KAT re same; Disc with JPD re fencing for Caboolture and Ripley, emails with JPD re fencing.
Jeremy Dalais	Sr. Consult II	10/01/2022	0.70	480.00	336.00	Assets - Real Estate	Liaise with Kelly Trenfield and JR in relation to finalising letters to agents. Liaise with Tanya Kratz in relation to formatting same and timing. Phone call with Ken of Temporary Fencing in relation to ensuring fencing is put up asap.
Tanya Kratz	Administration II	11/01/2022	0.60	220.00	132.00	Assets - Real Estate	Finalise and circulate letters addressed to all potential agents as requested.
Jeremy Dalais	Sr. Consult II	11/01/2022	0.50	480.00	240.00	Assets - Real Estate	Review 9 x finalised letters to agents and issue to same.
Kelly-Anne Trenfield	Sr Managing Dir	11/01/2022	0.30	720.00	216.00	Assets - Real Estate	review and approve agency submission lettersfile review with JMRreview quotes/recommendations re fencing/security
James Rogers	Managing Dir	11/01/2022	0.30	660.00	198.00	Assets - Real Estate	Assets - Disc with KAT regarding agent submission matters, emails with KAT re same; Emails from 1300TempFence and emails with JPD and KAT re fencing quote; Email from Bart Adson re client desire to progress with contract on Ripley
Jeremy Dalais	Sr. Consult II	11/01/2022	0.10	480.00	48.00	Assets - Real Estate	Review quotes received for fencing requirements, email to Kelly Trenfield on same.
Jeremy Dalais	Sr. Consult II	12/01/2022	1.20	480.00	576.00	Assets - Real Estate	Phone call with Professionals Jimboomba in relation to query on letter issued. Phone call with Graham of Temporary Fencing to organise fencing at Caboolture. Complete online application and issue. Create spreadsheet to track valuation quotes provided, timing etc. Save all quotes provided to file.
James Rogers	Managing Dir	12/01/2022	0.10	660.00	66.00	Assets - Real Estate	Assets - email from JPD regarding acceptance of fencing quote, emails from 1300TempFence, JPD and KAT regarding application.
Jeremy Dalais	Sr. Consult II	13/01/2022	0.50	480.00	240.00	Assets - Real Estate	Finalise summary of valuer submissions together with recommendation and circulate to James Rogers for review.
James Rogers	Managing Dir	13/01/2022	0.10	660.00	66.00	Assets - Real Estate	Assets - emails with JPD re valuation quotations, review quotes.
James Rogers	Managing Dir	14/01/2022	0.30	660.00	198.00	Assets - Real Estate	Assets - emails with JPD regarding valuation quotes, original purchase contracts for Jimboomba and Ripley, review HTW valuation quote; emails from JPD re fencing matters
Jeremy Dalais	Sr. Consult II	14/01/2022	0.30	480.00	144.00	Assets - Real Estate	Call with 1300 temporary fencing regarding rejection of credit application. Emails in/out in relation to same.
Renee Lobb	Managing Dir	17/01/2022	0.10	660.00	66.00	Assets - Real Estate	Reviewing emails regarding Westpac transfer. Suggest to contact Emily Hill.
James Rogers	Managing Dir	17/01/2022	0.20	660.00	132.00	Assets - Real Estate	Assets - Emails from JPD and 1300TempFence re fencing for Caboolture; emails from/to CMF regarding update for BNY, review update; emails from BP/JPD regarding payment for fencing
Jeremy Dalais	Sr. Consult II	17/01/2022	0.20	480.00	96.00	Assets - Real Estate	Review invoice from Temporary fencing and organise for payment on same.
Carla Fairweather	Managing Dir	17/01/2022	0.10	660.00	66.00	Assets - Real Estate	Reviewed payment voucher and invoice for payment of temporary fencing.
James Rogers	Managing Dir	18/01/2022	0.10	660.00	66.00	Assets - Real Estate	Assets - email from JPD regarding fencing payment
Jeremy Dalais	Sr. Consult II	19/01/2022	1.80	480.00	864.00	Assets - Real Estate	Team meeting with James to run through strategies and next steps on the properties. Review, save to file and create spreadsheet summarising Real Estate Agent submissions for the properties. Phone calls from 2 x Agents in relation to the submissions and discuss re same.
Kelly-Anne Trenfield	Sr Managing Dir	19/01/2022	0.20	720.00	144.00	Assets - Real Estate	Review incoming documentation, consider and send to filing - Neil re interest; review and approve email correspondence - jmr responsesrequest and review update on valuer/agency submissions
James Rogers	Managing Dir	19/01/2022	1.10	660.00	726.00	Assets - Real Estate	Assets - Emails from/to Neil Wormwell and from/to KAT regarding Neil's interest in properties; Emails with JPD regarding valuation / potential covenant matters; emails from/to James Brown (Ray White Caboolture) re submission, email to and disc with JPD regarding same; email from JPD regarding submission from Professionals for Caboolture; email from JPD regarding submission from Professionals for Jimboomba; email to KAT with update on valuation and agency submission matters
James Rogers	Managing Dir	20/01/2022	1.80	660.00	1,188.00	Assets - Real Estate	Assets - Emails from/to KAT/JPD regarding valuation and contract/covenant considerations, ph msg for and phone call with Heath Gleig Scott (Mills Oakley) re same; review various contract documentation re same, emails to Heath and JPD re same
James Rogers	Managing Dir	21/01/2022	0.60	660.00	396.00	Assets - Real Estate	Assets - emails with JPD and Heath Gleig Scott (Mills Oakley) regarding documentation for Jimboomba and Ripley; PC with 1300TempFence regarding fencing installation for Caboolture, email to JPD re same; email from RCL regarding council rates for Ripley and Jimboomba.
Jeremy Dalais	Sr. Consult II	21/01/2022	0.50	480.00	240.00	Assets - Real Estate	Upload a number of documents into dropbox and provide link to solicitors
Jeremy Dalais	Sr. Consult II	24/01/2022	1.40	480.00	672.00	Assets - Real Estate	Phone call and follow up 6 x agents in relation to the properties re marketing submissions. Summarise in email to James. Phone call with James in relation to obtaining copies of pre-appointment contracts for Jimboomba and Ripley. Email to Hodgson Lawyers requesting same.
James Rogers	Managing Dir	24/01/2022	0.30	660.00	198.00	Assets - Real Estate	Assets - emails and disc with JPD re agent submissions; disc with JPD regarding purchase contracts for Jimboomba and Ripley; email from Warren Ramsey (Ray White) re Ripley submission.
James Rogers	Managing Dir	25/01/2022	0.50	660.00	330.00	Assets - Real Estate	Assets - Emails from Lan Nguyen (Hodgson Lawyers) and JPD regarding land purchase contracts for Jimboomba and Ripley, review contracts; disc with JPD re same; email from Andrew Thompson (Ray White) and to JPD re Jimboomba submission
Jeremy Dalais	Sr. Consult II	25/01/2022	0.20	480.00	96.00	Assets - Real Estate	Provide contracts on Jimboomba and Ripley to Mills Oakley for consideration
Jeremy Dalais	Sr. Consult II	25/01/2022	0.10	480.00	48.00	Assets - Real Estate	Email to Lan of Hodgson Lawyers in relation to 43 Tempo Drive, Ripley
Kelly-Anne Trenfield	Sr Managing Dir	27/01/2022	0.30	720.00	216.00	Assets - Real Estate	review valuation proposal and provide instructions re JLLreview with JMRreview agreement re engagement of JLL re property valuations; discuss with JPD
James Rogers	Managing Dir	27/01/2022	1.00	660.00	660.00	Assets - Real Estate	Assets - Emails with JPD regarding Ray White submissions and emails; emails with KAT and JPD regarding valuation recommendation / instruction matters; emails with JLL regarding terms of appointment; brief review of agency submissions; Disc with KAT regarding agent submissions and drafting of contracts.
Jeremy Dalais	Sr. Consult II	27/01/2022	0.90	480.00	432.00	Assets - Real Estate	Review and update spreadsheet for further 5 x agent submissions received, summarise and provide recommendation. Review quote acceptance document for JLL - instructions to Ashleigh Unbank to complete and organise execution of same.
Jeremy Dalais	Sr. Consult II	27/01/2022	0.20	480.00	96.00	Assets - Real Estate	Review quote submission from JLL - instructions to Ashleigh Unbank to complete document for execution by Kelly Trenfield.
James Rogers	Managing Dir	28/01/2022	0.90	660.00	594.00	Assets - Real Estate	Assets - email from AJ Gallagher re insurance; PC with email to Heath Gleig Scott (Mills Oakley) re contract drafting for properties; emails with JPD regarding valuation instructions / information
Jeremy Dalais	Sr. Consult II	28/01/2022	0.60	480.00	288.00	Assets - Real Estate	Finalise review of agent submissions and provide recommendation for each of the relevant properties and provide to James Rogers.
Jeremy Dalais	Sr. Consult II	28/01/2022	0.30	480.00	144.00	Assets - Real Estate	Email to JLL accepting quote and providing copies of purchase contracts to assist with valuation.
James Rogers	Managing Dir	31/01/2022	2.20	660.00	1,452.00	Assets - Real Estate	Assets - Email/msgs from 1300TempFence and emails with JPD/BP regarding payment of invoice for Caboolture; email from JLL regarding inspection of Jimboomba; Review agency submissions, summary schedule and update same, email to JPD regarding same
Jeremy Dalais	Sr. Consult II	31/01/2022	1.00	480.00	480.00	Assets - Real Estate	Phone calls x 2 with Temp Fencing in relation to outstanding invoice and providing access to relevant secured properties. Review and approve payment. Calls to agents re further information on submissions and updating on same.
Brooke Petersen	Consultant I	31/01/2022	0.30	360.00	108.00	Assets - Real Estate	Organising payment on account for temporary fences for properties
Brooke Petersen	Consultant I	31/01/2022	0.20	360.00	72.00	Assets - Real Estate	Reviewing additional costing on temporary fencing and payment voucher
Carla Fairweather	Managing Dir	31/01/2022	0.10	660.00	66.00	Assets - Real Estate	Reviewing payment voucher and invoices and approving for posting. Reviewing posted payment voucher and forwarding for approval/release.
Jeremy Dalais	Sr. Consult II	31/01/2022	0.10	480.00	48.00	Assets - Real Estate	Draft and issue letter to Nxt Legal requesting all books and records relating to the entity.

Impact Specs Ltd (in Liquidation) ACN 614 365 258 - WIP for period 22 December 2021 to 8 February 2022							
Tkpr Name	Title	Date	Bill Hrs	Bill Rate	Billable Amt	Task Category	Narrative
Kelly Anne Trenfield	Sr Managing Dir	1/02/2022	0.40	720.00	288.00	Assets - Real Estate	File review - JMR/JPD review and approve recommendations re appointment of agents to three properties
James Rogers	Managing Dir	1/02/2022	1.30	660.00	858.00	Assets - Real Estate	Assets - Emails to/from KAT regarding agent submissions / recommendation; Disc with KAT and JPD regarding agency appointment and valuation matters; Email from JLL and to JPD regarding valuation inspection / access for Caboolture.
Jeremy Dalais	Sr. Consult II	1/02/2022	0.30	480.00	144.00	Assets - Real Estate	Catchup with Kelly Trenfield and James Rogers to discuss status and next steps.
James Rogers	Managing Dir	2/02/2022	4.20	660.00	2,772.00	Assets - Real Estate	Assets - Emails from KAT and with JPD regarding agency appointments; Disc with JPD re same; Travel to and inspect Ripley property, email to JPD re same; PC with James Brown (Ray White Caboolture) re submission and appointment for Caboolture; email to JPD re same and other agency submissions / appointments; draft agency appointment special conditions, emails with JPD re same; emails with JPD regarding Jimboomba agency submission; review JLL valuation for Jimboomba, email to JPD re same; email to Heath Gleig Scott (Mills Oakley) regarding contract drafting, agency appointment and GST matters; email to JPD re GST and CGT considerations.
Jeremy Dalais	Sr. Consult II	2/02/2022	0.70	480.00	336.00	Assets - Real Estate	Phone call to Meagan Read agent to run through queries on submission. Phone call with Ray White Ripley to run through queries on submission. Summarise discussions with James.
Jeremy Dalais	Sr. Consult II	2/02/2022	0.50	480.00	240.00	Assets - Real Estate	Call with James Rogers to discuss appointment of agents and queries to close out on.
James Rogers	Managing Dir	3/02/2022	0.80	660.00	528.00	Assets - Real Estate	Assets - emails with JPD regarding Jimboomba agency appointment document, review/amend same, email to Heath Gleig Scott (Mills Oakley) regarding same
Jeremy Dalais	Sr. Consult II	3/02/2022	0.50	480.00	240.00	Assets - Real Estate	Review agency agreement form for Jimboomba, confirm all details are correct as per valuation report provided and provide advice to James on same.
Joanne Dunn	Sr Managing Dir	3/02/2022	0.10	720.00	72.00	Assets - Real Estate	Meeting with John Park, Kelly Trenfield, Mills Oakley (Ashley, Paris and Heath) to discuss progress with preparation of contracts and engagement of agent and valuer.
James Rogers	Managing Dir	4/02/2022	0.10	660.00	66.00	Assets - Real Estate	Assets - email from/to James Brown (Ray White Caboolture) regarding agency appointment for Caboolture
James Rogers	Managing Dir	7/02/2022	1.50	660.00	990.00	Assets - Real Estate	Assets - emails with KAT regarding agency agreement terms; Review/amend draft agency appointment agreement for Caboolture, email same to Heath Gleig Scott (Mills Oakley); emails with JPD regarding parties for Jimboomba valuation; emails with JPD regarding Ripley agency appointment; emails from Warren Ramsey (Ray White) and to JPD regarding Ripley appointment
Jeremy Dalais	Sr. Consult II	7/02/2022	0.70	480.00	336.00	Assets - Real Estate	Phone call to JLL to discuss Jimboomba valuation and amendments/changes required. Phone call to Warren of Ray White in relation to Ripley property. Provide update to James in relation to same. Updating property spreadsheet tracking current status for each property and next steps.
Kelly-Anne Trenfield	Sr Managing Dir	7/02/2022	0.30	720.00	216.00	Assets - Real Estate	JMR re queries on appointment of agents Review incoming documentation, consider and send to filing review and update to do list; query outstanding items/Review various file notes/bas/bank recs/correspondence
Jeremy Dalais	Sr. Consult II	7/02/2022	0.10	480.00	48.00	Assets - Real Estate	Email to HTW in relation to valuation quotes
Brooke Petersen	Consultant I	7/02/2022	0.10	360.00	36.00	Assets - Real Estate	Reviewing, allocating and organising insurance payment for invoice according to properties held and circulating to team.
James Rogers	Managing Dir	8/02/2022	0.40	660.00	264.00	Assets - Real Estate	Assets - Email from JLL regarding updated valuation for Jimboomba; emails with JED regarding approval of valuation expense; disc with JPD regarding valuations and Ripley agency appointment; email from/to Warren Ramsey (Ray White) regarding Ripley agency appointment.
Brooke Petersen	Consultant I	8/02/2022	0.20	360.00	72.00	Assets - Real Estate	Organising for invoice payment relating to property cost realisations
Subtotal - Assets:					23,694.00		
Joanne Dunn	Sr Managing Dir	22/12/2021	0.70	720.00	504.00	Creditors	Preparation for and chairing of 2nd VA meeting.
Ashleigh Ubank	Administration II	22/12/2021	0.10	220.00	22.00	Creditors	Electronic signature/s inserted into proxy and finalised in PDF format.
Julian Gowdie	Sr. Consult I	22/12/2021	0.20	435.00	87.00	Creditors	Attendance at second meeting of creditors
Brooke Petersen	Consultant I	22/12/2021	0.50	360.00	180.00	Creditors	Assisting in meeting preparation and printing meeting attendance registers, and drafting various form requirements for transition of appointments. Discussing with Paris Parasadi and team
Brooke Petersen	Consultant I	22/12/2021	0.40	360.00	144.00	Creditors	Drafting notice of adjournment and new meeting for Impact Specs
Brooke Petersen	Consultant I	22/12/2021	0.30	360.00	108.00	Creditors	Drafting notice of adjournment and new meeting for Impact Specs
Brooke Petersen	Consultant I	22/12/2021	0.60	360.00	216.00	Creditors	Drafting ASIC advertisement for reconvened meeting of creditors
Kelly-Anne Trenfield	Sr Managing Dir	22/12/2021	0.10	720.00	72.00	Creditors	Creditors meeting - attend and respond to queries
Paris Parasadi	Director	22/12/2021	0.20	530.00	106.00	Creditors	Preparing for creditors meeting with Jo, last minute checks on Proxies, registrations, mailbox, call register. Testing out AV meeting facilities
Paris Parasadi	Director	22/12/2021	0.20	530.00	106.00	Creditors	Attend 2nd Meeting of Creditors
Samuel Dennis	Associate I	22/12/2021	0.30	300.00	90.00	Creditors	Second meeting of creditors preparation set up and attendance. Taking roll call and confirming attendance of parties.
Paris Parasadi	Director	22/12/2021	0.30	530.00	159.00	Creditors	Work with Brooke, TK, Ash and Matt Burns in relation to VA Transition documents. Review BAS, S05s, S090s, circular to creditors
Brooke Petersen	Consultant I	23/12/2021	0.30	360.00	108.00	Creditors	Updating and finalising draft of adjournment and new meeting for second meeting of creditors
Brooke Petersen	Consultant I	23/12/2021	0.50	360.00	180.00	Creditors	Updating and finalising draft of adjournment and new meeting for second meeting of creditors. Organising issuance and upload/advertisement of notice
Paris Parasadi	Director	23/12/2021	0.50	530.00	265.00	Creditors	Working on Minutes of 2nd Meeting with MSB
Paris Parasadi	Director	23/12/2021	0.20	530.00	106.00	Creditors	Review, refine and finalise first draft minutes of meeting with MSB, circulating to JED
Joanne Dunn	Sr Managing Dir	23/12/2021	0.40	720.00	288.00	Creditors	Review and amend circular to creditors advising of adjournment; approve ASIC advertisement; approve upload to creditor's portal.
Joanne Dunn	Sr Managing Dir	24/12/2021	0.10	720.00	72.00	Creditors	Review and amend minutes of 2nd VA meeting; liaise with team.
Paris Parasadi	Director	27/12/2021	0.30	530.00	159.00	Creditors	Review and amend minutes of 2nd meeting as per Jo's changes
Paris Parasadi	Director	10/01/2022	0.20	530.00	106.00	Creditors	Review, refine and recalculate WIP with MSB, R&P with Brooke circulating to JED
Brooke Petersen	Consultant I	11/01/2022	0.50	360.00	180.00	Creditors	Drafting formal letter requesting presence of creditors at upcoming reconvened meeting of creditors
Paris Parasadi	Director	11/01/2022	0.50	530.00	265.00	Creditors	Working on transition docs with MSB and Brooke
Brooke Petersen	Consultant I	12/01/2022	0.50	360.00	180.00	Creditors	Adding to drafted formal letter requesting presence of creditors at upcoming reconvened meeting of creditors, to include reasoning on quorum
Brooke Petersen	Consultant I	12/01/2022	0.20	360.00	72.00	Creditors	Making amendments to drafted formal letter requesting presence of creditors at upcoming reconvened meeting of creditors per review
Brooke Petersen	Consultant I	12/01/2022	0.20	360.00	72.00	Creditors	Meeting with team to discuss tasks required for upcoming reconvened meeting
Brooke Petersen	Consultant I	12/01/2022	0.10	360.00	36.00	Creditors	Finalising formal letter requesting presence of creditors at upcoming reconvened meeting of creditors
Brooke Petersen	Consultant I	12/01/2022	0.20	360.00	72.00	Creditors	Issuing formal letters requesting presence of creditors at upcoming reconvened meeting of creditors
Paris Parasadi	Director	12/01/2022	0.30	530.00	159.00	Creditors	Meeting with Carla, Renee and JED regarding status of various matters, assist Carla with Report to BNY. Working with MSB and Brooke regarding R&P and WIP calculations, responding to client and creditor enquiries
Brooke Petersen	Consultant I	13/01/2022	0.70	360.00	252.00	Creditors	Contacting the two known creditors via phone call to attempt quorum for the upcoming meeting.
Matthew Burns	Associate II	13/01/2022	1.00	335.00	335.00	Creditors	Preparation for adjourned second meeting of creditors. Preparing slide deck and minutes. Checking voting forms. Saving to file.
Paris Parasadi	Director	13/01/2022	0.20	530.00	106.00	Creditors	Work with Brooke regarding letter to be issued to city councils
Brooke Petersen	Consultant I	14/01/2022	0.30	360.00	108.00	Creditors	Reviewing meeting documents pack for adjourned meeting to be held
Joanne Dunn	Sr Managing Dir	17/01/2022	1.20	720.00	864.00	Creditors	Chair meeting of creditors and adjourn; review and discuss with Brooke Petersen and Paris Parasadi next steps, discussions with councils; review and approve minutes; review and approve circular and ASIC advert to adjourn and reconvene meeting.
Brooke Petersen	Consultant I	17/01/2022	0.30	360.00	108.00	Creditors	Discussing further adjournment of meeting regarding no quorum and beginning drafting of documents
Brooke Petersen	Consultant I	17/01/2022	1.20	360.00	432.00	Creditors	Updating file note on quorum not received and further drafting notice and ASIC advertisement for future reconvened meeting
Brooke Petersen	Consultant I	17/01/2022	0.30	360.00	108.00	Creditors	Updating file note on quorum not received and for work completed
Brooke Petersen	Consultant I	17/01/2022	0.40	360.00	144.00	Creditors	Finalising file note on quorum not received and for work completed and issuing finalised notice and ASIC advert
Matthew Burns	Associate II	17/01/2022	0.40	335.00	134.00	Creditors	Finalise meeting minutes. Circulate for approval.
Joanne Dunn	Sr Managing Dir	18/01/2022	0.80	720.00	576.00	Creditors	Draft instructions to Mills Oakley to wind-up company, as well as application for remuneration approval; discuss with Paris Parasadi.
Joanne Dunn	Sr Managing Dir	18/01/2022	0.50	720.00	360.00	Creditors	Phone call with Paris Gale of Mills Oakley to discuss court remuneration application and winding up application; update team on steps to be undertaken and requested documents from MO.

Impact Specs Ltd (In Liquidation) ACN 614 365 258 - WIP for period 22 December 2021 to 8 February 2022							
Tkpr Name	Title	Date	Bill Hrs	Bill Rate	Billable Amt	Task Category	Narrative
Matthew Burns	Associate II	18/01/2022	0.20	335.00	67.00	Creditors	Draft ASIC form S011. Save to file. Circulate for approval.
Brooke Petersen	Consultant I	21/01/2022	0.20	360.00	72.00	Creditors	Reviewing mail correspondence received, saving to file and re-circulating to team
Joanne Dunn	Sr Managing Dir	1/02/2022	0.20	720.00	144.00	Creditors	Prepare agenda items for meeting with Mills Oakley to discuss liquidation application and fee application.
Brooke Petersen	Consultant I	1/02/2022	0.20	360.00	72.00	Creditors	Reviewing unpaid legal invoices due to no funds in matter, and organising payment via disbursements
Paris Parasadi	Director	1/02/2022	0.20	530.00	106.00	Creditors	Instructions to BP regarding minutes, delegations, attendance
Paris Parasadi	Director	1/02/2022	0.20	530.00	106.00	Creditors	Queries to and discussions with BP regarding likely intentions of various creditors
Joanne Dunn	Sr Managing Dir	3/02/2022	0.30	720.00	216.00	Creditors	Liquidation and Fee Application - Meeting with John Park, Kelly Trenfield, Mills Oakley (Ashley, Paris and Heath) to discuss steps to apply to court to wind up company and fee approval.
Joanne Dunn	Sr Managing Dir	4/02/2022	0.20	720.00	144.00	Creditors	Liquidation and Fee Application - update team on steps to apply to court.
Joanne Dunn	Sr Managing Dir	7/02/2022	0.80	720.00	576.00	Creditors	Liquidation and fee application - review correspondence from Paris G of Mills Oakley regarding documents required for applications; review documents; review and amend Brooke Petersen's draft email to Mills with documents.
Joanne Dunn	Sr Managing Dir	7/02/2022	0.20	720.00	144.00	Creditors	Liquidation and Fee Application - review information and correspondence to provide to Mills Oakley to assist with applications.
Brooke Petersen	Consultant I	7/02/2022	0.40	360.00	144.00	Creditors	Drafting email with file note on quorum to lawyers, and discussing next meeting steps with Paris Parasadi
Brooke Petersen	Consultant I	7/02/2022	0.10	360.00	36.00	Creditors	Finalising and issuing email with file note on quorum to lawyers
Brooke Petersen	Consultant I	7/02/2022	1.40	360.00	504.00	Creditors	Drafting email with file note on quorum to lawyers, phone call to creditor requesting quorum and drafting further file note re this conversation, drafting creditor list, and drafting email to provide these documents to lawyers
Brooke Petersen	Consultant I	7/02/2022	0.20	360.00	72.00	Creditors	Updating file note on quorum phone conversation, finalising and re-circulating
Brooke Petersen	Consultant I	7/02/2022	0.50	360.00	180.00	Creditors	Finalising email to lawyers, regarding winding up and fee application, with documents on creditor list, WIP and quorum file note, issuing email
Matthew Burns	Associate II	7/02/2022	1.40	335.00	469.00	Creditors	Fee application works
Brooke Petersen	Consultant I	8/02/2022	0.20	360.00	72.00	Creditors	Instructing Isabella Jansen on drafting new notices and ASIC advertisement for meeting adjournment
Brooke Petersen	Consultant I	8/02/2022	0.30	360.00	108.00	Creditors	Reviewing notice of meeting and ASIC advertisement for reconvened meeting
Brooke Petersen	Consultant I	8/02/2022	0.50	360.00	180.00	Creditors	Discussing adjournment of meeting with Joanne Dunn and notice circular
Brooke Petersen	Consultant I	8/02/2022	0.50	360.00	180.00	Creditors	Phone call from Paris Galea regarding file note on meeting attendance quorum and issuing further supporting documents regarding conversations held.
Brooke Petersen	Consultant I	8/02/2022	0.20	360.00	72.00	Creditors	Finalising and issuing notice of adjournment of meeting to all known creditors
Isabella Jansen	Associate I	8/02/2022	0.50	300.00	150.00	Creditors	Drafted notice of IMPACT SPECS PTY LTD notice of adjourned creditors meeting for the 1st of March 2022. Drafted the IMPACT SPECS PTY LTD reconvened meeting ASIC advertisement for 1st of March 2022.
Isabella Jansen	Associate I	8/02/2022	0.10	300.00	30.00	Creditors	Publishing Impact Specs Pty Ltd reconvened meeting ASIC advertisement for 1st of March 2022.
Subtotal - Creditors:					11,485.00		
Renee Lobb	Managing Dir	23/12/2021	0.20	660.00	132.00	Administration	Reviewing and requesting amendments to account viewing access forms. Discussion with Tanya Kratz regarding same. Capacity meeting with engagement team to staff over Christmas period and discuss required work for completion.
Paris Parasadi	Director	23/12/2021	0.20	530.00	106.00	Administration	Meeting with team to discuss transition to Liquidation, to dos over the holiday period, in the new year. Priorities, availability.
Joanne Dunn	Sr Managing Dir	23/12/2021	0.10	720.00	72.00	Administration	Review and approve BAS for November 2021.
Ashleigh Ubank	Administration II	23/12/2021	0.20	220.00	44.00	Administration	Electronic signature/s inserted into Mills Oakley letter, collated with attachments and finalised in PDF & hard copy format. Electronic signature/s inserted into ATO notification of appointment forms and finalised in PDF forms. Forms lodged via the ATO business portal.
Tanya Kratz	Administration II	23/12/2021	0.20	220.00	44.00	Administration	Scan, finalise and circulate the Westpac Third Party Access Authority Form as requested.
Brooke Petersen	Consultant I	23/12/2021	0.10	360.00	36.00	Administration	Finalising transactions for the period and lodging November BAS
Yuet Yeng Yee	Administration I	6/01/2022	0.20	185.00	37.00	Administration	Complete bank reconciliation for the previous month. Download bank statements from online banking platform. Complete reconciliation in Insolv. Download completed reconciliation. Check for stale batches in Insolv. Email to file staff and manager for review.
Ashleigh Ubank	Administration II	10/01/2022	0.10	220.00	22.00	Administration	PPSR searches undertaken on company.
Paris Parasadi	Director	11/01/2022	0.20	530.00	106.00	Administration	Meeting with team to discuss transition to Liquidation, tasks done over the holiday period, to dos in the new year. Priorities
Kelly-Anne Trenfield	Sr Managing Dir	11/01/2022	0.10	720.00	72.00	Administration	Advice from ARITA re quorum and transition
Kelly-Anne Trenfield	Sr Managing Dir	12/01/2022	0.10	720.00	72.00	Administration	Review and update to do list; query outstanding items
Renee Lobb	Managing Dir	12/01/2022	0.10	660.00	66.00	Administration	Reviewing in excess of 30 emails across the group seeking access via Westpac platform for all pre-appointment accounts of each Privium Group entity. Respond where required.
Ashleigh Ubank	Administration II	12/01/2022	0.20	220.00	44.00	Administration	Letter formatted.
Ashleigh Ubank	Administration II	12/01/2022	0.10	220.00	22.00	Administration	Electronic signature/s inserted into letter, collated with attachments and finalised in PDF & hard copy format.
Brooke Petersen	Consultant I	14/01/2022	0.20	360.00	72.00	Administration	Drafting December BAS for Voluntary Administration period
Paris Parasadi	Director	14/01/2022	0.10	530.00	53.00	Administration	Working with AMU, IED and TK to finalise remaining on-appointment tasks, updating checklists, double checking lodgements, review remaining drafts and approving for issuance
Yuet Yeng Yee	Administration I	14/01/2022	0.20	185.00	37.00	Administration	Complete bank reconciliation for the previous month. Request bank statements. Complete reconciliation in Insolv. Download completed reconciliation. Check for stale batches in Insolv. Email to file staff and manager for review.
Paris Parasadi	Director	17/01/2022	0.30	530.00	159.00	Administration	Review R&P, queries from AS, liaise with BP regarding transactions to enter, S603 and BAS to prepare
Tanya Kratz	Administration II	17/01/2022	0.40	220.00	88.00	Administration	Finalise Circular to Creditors as requested.
Kelly-Anne Trenfield	Sr Managing Dir	17/01/2022	0.10	720.00	72.00	Administration	Review various file notes/bas/bank recs/correspondenceReview incoming documentation, consider and send to filing
Joanne Dunn	Sr Managing Dir	17/01/2022	0.10	720.00	72.00	Administration	Meeting with team to discuss matter
Selina Naylor	Administration II	17/01/2022	0.20	220.00	44.00	Administration	Processing payment.
Brooke Petersen	Consultant I	17/01/2022	0.40	360.00	144.00	Administration	Reviewing, allocating and organising payment of insurance invoices and security costings
Brooke Petersen	Consultant I	17/01/2022	0.10	360.00	36.00	Administration	Reviewing and finalising bank reconciliations for monthly period
Ashleigh Ubank	Administration II	17/01/2022	0.10	220.00	22.00	Administration	Electronic signature/s inserted into quorum file note and finalised in PDF & hard copy format.
Paris Parasadi	Director	18/01/2022	0.20	530.00	106.00	Administration	Review BAS by BP, check calculations, R&P, bank reconciliation, collating supporting documents, circulating for approval
John Park	Sr Managing Dir	18/01/2022	0.10	720.00	72.00	Administration	Review brief to Mills Oakley.
Kelly-Anne Trenfield	Sr Managing Dir	18/01/2022	0.10	720.00	72.00	Administration	Review and approve payment of outstanding administration liabilities including review of supporting documentation and signing of transfer or chequeReview incoming documentation, consider and send to filing
Brooke Petersen	Consultant I	18/01/2022	0.10	360.00	36.00	Administration	Finalising and circulating drafted December BAS for VA period
Zin Thaya Khin	Associate II	18/01/2022	0.10	290.00	29.00	Administration	Download and save remittance advice from banking platform. Email to file staff.
Ashleigh Ubank	Administration II	18/01/2022	0.10	220.00	22.00	Administration	Electronic signature/s inserted into minutes of second meeting and finalised in PDF & hard copy format.
Joanne Dunn	Sr Managing Dir	19/01/2022	0.10	720.00	72.00	Administration	Review and approve - VA December 2021 BAS.
Brooke Petersen	Consultant I	19/01/2022	0.20	360.00	72.00	Administration	Lodging all December BAS and organising payment.
Sandesh Pereira	Associate II	19/01/2022	0.20	335.00	67.00	Administration	Update professional fee tracker for December 12th.
Ashleigh Ubank	Administration II	19/01/2022	0.20	220.00	44.00	Administration	Electronic signature/s inserted into NAB bank account form & monthly Business Activity Statement and finalised in PDF & hard copy format.
Kelly-Anne Trenfield	Sr Managing Dir	20/01/2022	0.10	720.00	72.00	Administration	review email in re conditions on property; instructions to JMR re original contracts
Kelly-Anne Trenfield	Sr Managing Dir	24/01/2022	0.10	720.00	72.00	Administration	Review and update to do list; query outstanding itemsReview incoming documentation, consider and send to filing
Brooke Petersen	Consultant I	25/01/2022	0.10	360.00	36.00	Administration	Reviewing legal invoices and ability to make payment per funds available
Sandesh Pereira	Associate II	27/01/2022	0.20	335.00	67.00	Administration	Update professional fee tracker for January 23.
Brooke Petersen	Consultant I	27/01/2022	0.10	360.00	36.00	Administration	Receiving legal invoice and creating tracker for each period. Creating payment
Ashleigh Ubank	Administration II	27/01/2022	0.10	220.00	22.00	Administration	JLL quote updated as per request.
Kelly-Anne Trenfield	Sr Managing Dir	28/01/2022	0.10	720.00	72.00	Administration	email in/out re valuations T&C; agreement to execute engagements with JLL and acumentis
Ashleigh Ubank	Administration II	28/01/2022	0.20	220.00	44.00	Administration	Electronic signature/s inserted into JLL form and finalised in PDF & hard copy format. Final form updated as per request.
Brooke Petersen	Consultant I	28/01/2022	0.10	360.00	36.00	Administration	Drafting and creating legal fee payments

Impact Specs Ltd (In Liquidation) ACN 614 365 258 - WIP for period 22 December 2021 to 8 February 2022							
Tkpr Name	Title	Date	Bill Hrs	Bill Rate	Billable Amt	Task Category	Narrative
Kelly-Anne Trenfield	Sr Managing Dir	31/01/2022	0.10	720.00	72.00	Administration	Review incoming documentation, consider and send to filing review and approve payment of outstanding administration liabilities including review of supporting documentation and signing of transfer or cheque
Zin Thaya Khin	Associate II	31/01/2022	0.20	290.00	58.00	Administration	Review payment voucher for EFT. Log into banking platform. Enter payment details. Download and review payment details. Review insolv and post transaction. Sign payment voucher. Email to file staff.
Brooke Petersen	Consultant I	31/01/2022	0.10	360.00	36.00	Administration	Circulating legal fee and finalising payment
Kelly-Anne Trenfield	Sr Managing Dir	1/02/2022	0.10	720.00	72.00	Administration	prepare agenda re meeting with Rob Harder; prepare agenda re meeting with Mills; AIT re Harder meeting; issue agenda; issue agenda re Harder meeting
Ashleigh Ubank	Administration II	1/02/2022	0.30	220.00	66.00	Administration	Mills Oakley invoice/s uploaded and entered into Chrome River.
Sandesh Perelra	Associate II	2/02/2022	0.20	335.00	67.00	Administration	Update professional fee tracker for January 23.
John Park	Sr Managing Dir	3/02/2022	0.20	720.00	144.00	Administration	Meeting with Rob Harder and Mills Oakley to review status of all work streams.
Kelly-Anne Trenfield	Sr Managing Dir	3/02/2022	0.20	720.00	144.00	Administration	Meeting with R Harder re file update; Meeting with Mills Oakley re legal review
Zin Thaya Khin	Associate II	3/02/2022	0.10	290.00	29.00	Administration	Download pre-appointment bank statement from online banking platform for bank reconciliation purposes.
Paris Parasadi	Director	4/02/2022	0.20	530.00	106.00	Administration	Work with MSB in relation to Electronic records copy and review methodology, backup records for investigations
Ho Lam Trinh	Administration I	4/02/2022	0.20	185.00	37.00	Administration	Complete bank reconciliation for the month of January 2022. Download bank statement from online banking platform. Complete reconciliation in insolv. Download completed reconciliation report. Review insolv for any unposted transactions requiring attention. Email bank reconciliation to file staff for review.
Brooke Petersen	Consultant I	4/02/2022	0.10	360.00	72.00	Administration	Reviewing, allocating and organising insurance payment for invoice according to properties held
Brooke Petersen	Consultant I	8/02/2022	0.20	360.00	72.00	Administration	Finalising payment of insurance invoices for asset coverage
Subtotal - Administration:					3,698.00		
Grand Total					38,677.00		