

## Circular to Creditors

6 October 2023

Dear Sir/Madam

**Aerison Group Ltd (Administrators Appointed)**  
**ACN 614 735 474 ('the Company')**

As you are aware, John Bumbak, Craig Shepard and I, Richard Tucker, were appointed Voluntary Administrators of the Company on 6 June 2023 by a resolution of the Company's directors pursuant to Section 436A of the Corporations Act 2001 ('the Act').

We refer to our circular to creditors dated 21 September 2023 regarding the adjournment of the Second Meeting of Creditors held on 21 September 2023.

We advise that the resumed Second Meeting of Creditors of the Company will be held virtually on 13 October 2023 at 11.00 am (AWST). Please find enclosed the following:

1. Notice of Meeting
2. Proxy form
3. Proof of debt form

Please ensure you register via the zoom registration link to receive the link and complete and return proxy forms by 11.00 am (AWST) on 12 October 2023 by following the instructions set out on the Notice of Meeting.

A Deed of Company Arrangement ('DOCA') has not been proposed at this time. If a DOCA is proposed prior to the resumed Second Meeting of Creditors, the Administrators' will provide an update to creditors ahead of the meeting.

If you have any queries, please contact us by email at [aerison@kordamentha.com](mailto:aerison@kordamentha.com).

Yours faithfully



Richard Tucker  
Administrator

Enc.

## **Corporations Act 2001**

### **Notice of resumed Second Meeting of Creditors of company under administration**

#### **Aerison Group Ltd (Administrators Appointed) ACN 614 735 474 ('the Company')**

**Notice is hereby given** that the resumed Second Meeting of Creditors of the Company will be held pursuant to Section 439A of the Corporations Act 2001 ('the Act') at 11.00 am (AWST) on 13 October 2023. This will be a virtual meeting only – no in-person attendance will be allowed. In the minutes, the notional physical location of the virtual meeting will be recorded as Level 10, 40 St Georges Terrace, Perth WA 6000. Online registration for all creditors and employees will open 5 minutes prior to the commencement of the meeting at 10.55 am (AWST).

#### **Agenda**

The purpose of the meeting is to:

1. Review the supplementary report of the Administrators in connection with the business, property, affairs and financial circumstances of the Company
2. Consider the remuneration of the Administrators for the period of the voluntary administration
3. Consider the Administrators' internal disbursements for the period of the voluntary administration
4. For the creditors of the Company to resolve:
  - i. that the Company execute a deed of company arrangement, or
  - ii. that the administration should end, or
  - iii. that the Company be wound up.

If the Company is wound up:

1. Consider the Liquidators' future remuneration and internal disbursements
2. Consider the appointment of a committee of inspection and if appointed, who are to be the committee members
3. Consider permitting any committee members to continue dealing with the Company and their creditors on a business as usual basis during the external administration
4. Consider the early destruction of the Company books and records
5. Consider any other business properly brought before the meeting.

If the Company is to execute a deed of company arrangement, to consider:

1. The Deed Administrators' future remuneration and internal disbursements
2. The appointment of a committee of inspection and if appointed, who are to be the committee members
3. Permitting any committee members to continue dealing with the Company and its creditors on a business as usual basis during the external administration
4. Any other business properly brought before the meetings.

## Registration and attendance

Virtual meeting facilities have been organised for this meeting. You can either listen to the meeting or view and listen to the meeting. Either way, you will be able to ask questions and vote on resolutions.

To view and/or listen to the meeting, the details and a link will be emailed to you once you indicate to us that you are attending virtually. To attend virtually, we require some information from you.

Creditors who are a company and wish to vote at a meeting must complete and return a Proxy Form, whether they are voting by proxy or their representative is attending virtually. Creditors who are individuals, such as employees or sole traders, and wish to vote at a meeting only need to complete and return a Proxy Form if they are voting by proxy or having a person represent them at the meeting.

Section 75-85 of the Insolvency Practice Rules (Corporations) 2016 ('the Rules') sets out the entitlement to vote at meetings of creditors – see Appendix 1 for Section 75-85 of the Rules. To comply with this, a Proof of Debt Form must be lodged. Accordingly, one is enclosed. If you have previously submitted a Proof of Debt you do not need to resubmit another, unless you wish to do so.

If you are yet to submit a Proxy Form and you intend to appoint a proxy, the information required is requested in the Proxy Form. These completed forms must be received no later than 11.00 am (AWST) on the last business day prior to the meeting, being 12 October 2023.

Forms should be returned by email to [aerison@kordamentha.com](mailto:aerison@kordamentha.com), fax to (08) 9220 9399 or by mail to KordaMentha at PO Box 3185, East Perth WA 6892. Due to possible delays in the delivery of mail, we recommend email or fax. Note your name is likely to be visible to other attendees. This information is also required to be included on the attendance register and attached to the minutes, which are lodged with ASIC and are publicly available for a small fee.

To register for the zoom meeting please complete your details in the zoom registration link below.

[https://us02web.zoom.us/webinar/register/WN\\_OyDXIYB1Q1Wsn1XI1oWwSw](https://us02web.zoom.us/webinar/register/WN_OyDXIYB1Q1Wsn1XI1oWwSw)

Once you have registered via the zoom registration link and submitted a valid Proxy Form and Proof of Debt, you will then be sent zoom meeting details.

Dated: 6 October 2023



Richard Tucker  
Administrator

KordaMentha  
PO Box 3185  
East Perth WA 6892

Enc.

# Appendix 1

## ***Section 75-85 of the Insolvency Practice Rules (Corporations) 2016***

- (1) A person other than a creditor (or the creditor's proxy or attorney) is not entitled to vote at a meeting of creditors.
- (2) Subject to subsections (3), (4) and (5), each creditor is entitled to vote and has one vote.
- (3) A person is not entitled to vote as a creditor at a meeting of creditors unless:
  - (a) his or her debt or claim has been admitted wholly or in part by the external administrator; or
  - (b) he or she has lodged, with the person presiding at the meeting, or with the person named in the notice convening the meeting as the person who may receive particulars of the debt or claim:
    - (i) those particulars; or
    - (ii) if required—a formal proof of the debt or claim.
- (4) A creditor must not vote in respect of:
  - (a) an unliquidated debt; or
  - (b) a contingent debt; or
  - (c) an unliquidated or a contingent claim; or
  - (d) a debt the value of which is not established;unless a just estimate of its value has been made.
- (5) A creditor must not vote in respect of a debt or a claim on or secured by a bill of exchange, a promissory note or any other negotiable instrument or security held by the creditor unless he or she is willing to do the following:
  - (a) treat the liability to him or her on the instrument or security of a person covered by subsection (6) as a security in his or her hands;
  - (b) estimate its value;
  - (c) for the purposes of voting (but not for the purposes of dividend), to deduct it from his or her debt or claim.
- (6) A person is covered by this subsection if:
  - (a) the person's liability is a debt or a claim on, or secured by, a bill of exchange, a promissory note or any other negotiable instrument or security held by the creditor; and
  - (b) the person is either liable to the company directly, or may be liable to the company on the default of another person with respect to the liability; and
  - (c) the person is not an insolvent under administration or a person against whom a winding up order is in force.

## Appointment of proxy

**Aerison Group Ltd (Administrators Appointed)**  
**ACN 614 735 474 ('the Company')**

### 1. Insert full name and contact details (please print)

Creditor's name (individual or company)

Name of company contact or director(s)/company secretary

Email address

Telephone number

Address

### 2. Appointment of a Proxy (please complete)

I/We, a creditor of the Company, appoint ☐ ..... {name of proxy} or ☐ the Chairperson, or in his/her absence, ☐ ..... {name of alternative} or ☐ the Chairperson, as my/our proxy, to vote at the meeting of creditors to be held on virtually on 13 October 2023 at 11.00 am (AWST) or at any adjournment of that meeting.

If your proxy is attending virtually, provide contact details for the meeting invite to be provided to the proxy and a method to contact the proxy in case of technology difficulties.

Email address

Telephone number

### 3. Voting by your proxy

**Option 1:** If appointed as a **general proxy**, as he/she determines on my/our behalf. ☐

and/or

**Option 2:** If appointed as a **special proxy** for some or all resolutions, specify your instructions below (**please tick**).

| Resolution (please specify the particular resolution)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | For                      | Against                  | Abstain                  | General proxy to vote    |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| <b>Remuneration</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                          |                          |                          |                          |
| 'That the remuneration of the Administrators for the period 6 June 2023 to 20 August 2023 in the amount of \$138,658.50, excluding GST, calculated on the basis of time spent by the Administrators and KordaMentha staff as detailed in the Remuneration Approval Report to creditors dated 24 August 2023, is approved for payment immediately or as required.'                                                                                                                                                                                                                                                     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 'That the estimated remuneration of the Administrators for the period 21 August 2023 to 31 August 2023 is determined at a sum equal to the cost of time spent by the Administrators and KordaMentha staff, calculated at the hourly rates as detailed in the Remuneration Approval Report to creditors dated 24 August 2023, up to a maximum of \$12,500.00, excluding GST, and approved for payment on a monthly basis in arrears or as required. However, if the value of the work performed exceeds the capped amount, then the Administrators reserve the right to seek further approval of fees from creditors.' | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Internal disbursements</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                          |                          |                          |                          |

| Resolution (please specify the particular resolution)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | For                      | Against                  | Abstain                             | General proxy to vote    |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|-------------------------------------|--------------------------|
| 'That the internal disbursements of the Administrators, including those paid to staff, for the period 6 June 2023 to 20 August 2023 in the amount of \$400.00, excluding GST, calculated at the rates as detailed in the Remuneration Approval Report to creditors dated 24 August 2023 are approved for payment immediately or as required.'                                                                                                                                                                                                                                                                                            | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 'That the estimated internal disbursements of the Administrators, including those paid to staff, for the period 21 August 2023 to 31 August 2023 up to a maximum amount of \$100.00, excluding GST, calculated at the rates as detailed in the Remuneration Approval Report to creditors dated 24 August 2023 are approved for payment to be made on a monthly basis in arrears or as required. However, if the amount of internal disbursements incurred exceeds the capped amount, then the Administrators reserve the right to seek further approval of internal disbursements from creditors.'                                       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |
| <b>Adjournment of meeting</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                          |                          |                                     |                          |
| That pursuant to Section 75-140 of the Insolvency Practice Rules, the meeting be adjourned for up to 45 business days                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |
| <b>Future of company</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                          |                          |                                     |                          |
| <i>Only mark your intention for one of the three resolution options below:</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                          |                          |                                     |                          |
| Option 1: That pursuant to Section 439C of the Corporations Act, the Company execute a deed of company arrangement                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |
| Option 2: That the administration should end                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |
| Option 3: That pursuant to Section 439C of the Corporations Act, the Company be wound up                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |
| <b>If the Company is wound up:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                          |                          |                                     |                          |
| <b>Remuneration</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                          |                          |                                     |                          |
| 'That the estimated future remuneration of the Liquidators for the period 31 August 2023 to the finalisation of the liquidation is determined at a sum equal to the cost of time spent by the Liquidators and KordaMentha staff, calculated at the hourly rates as detailed in the Remuneration Approval Report to creditors dated 24 August 2023, up to a maximum of \$50,000.00, excluding GST, and approved for payment on a monthly basis in arrears or as required. However, if the value of the work performed exceeds the capped amount, then the Liquidators reserve the right to seek further approval of fees from creditors.' | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |
| <b>Internal disbursements</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                          |                          |                                     |                          |
| 'That the estimated future internal disbursements of the Liquidators, including those paid to staff, for the period 31 August 2023 to the finalisation of the liquidation up to a maximum amount of \$500.00, excluding GST, calculated at the rates as detailed in the Remuneration Approval Report to creditors dated 24 August 2023 are approved for payment to be made on a monthly basis in arrears or as required. However, if the amount of internal disbursements incurred exceeds the capped amount, then the Liquidators reserve the right to seek further approval of internal disbursements from creditors.'                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |
| <b>Other resolutions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                          |                          |                                     |                          |
| That a committee of inspection be appointed in the liquidation of the Company                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/> |

| Resolution (please specify the particular resolution)                                                                                                                                                                                                                                                                | For                      | Against                  | Abstain                  | General proxy to vote    |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| That in accordance with Section 80-55(3) of Schedule 2 of the Corporations Act, the members of the committee of inspection (or a related entity of those members) are permitted to continue dealing with the Company and its creditors on a business as usual basis during the period of the external administration | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| That, subject to obtaining ASIC approval pursuant to Section 70-35(3) of Schedule 2 of the Corporations Act, the books and records of the Company and of the Liquidators be disposed of by the Liquidators six months after dissolution of the Company                                                               | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>Other resolutions</b>                                                                                                                                                                                                                                                                                             |                          |                          |                          |                          |
| Resolutions proposed at the meeting                                                                                                                                                                                                                                                                                  |                          |                          |                          | <input type="checkbox"/> |

#### 4. Signature section (in accordance with Sections 127 or 250D of the Corporations Act 2001)

Signature of individual or person authorised by corporate resolution to represent corporation

Print name:

\_\_\_\_\_

Dated

\_\_\_\_\_

The common seal was affixed hereto in the presence of:

Director

Director/Company Secretary

#### 5. Certificate of witness

**Please Note:** This certificate is to be completed only where the person giving the proxy is blind or incapable of writing. The signature of the creditor is not to be attested by the person nominated as proxy.

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.

Signature of witness: \_\_\_\_\_

#### 6. Return of completed proxy forms

Completed proxy forms are to be received by no later than 11:00 AM (AWST) on the last business day prior to the meeting, being 12 October 2023. They can be sent by email to aerison@kordamentha.com, faxed to (08) 9220 9399 or sent by mail to KordaMentha at PO Box 3185, East Perth WA 6892.

**Form 535 – Formal proof of debt or claim (General form)****Aerison Group Ltd (Administrators Appointed)  
ACN 614 735 474 ('the Company')**

To: The Administrators of Aerison Group Ltd (Administrators Appointed) ('the Company')

1. This is to state that the Company was on 6 June 2023, and still is, justly and truly indebted:

To \_\_\_\_\_  
(name of creditor)

Of \_\_\_\_\_  
(address of creditor)

ABN \_\_\_\_\_

For \$ \_\_\_\_\_ GST Amount: \$ \_\_\_\_\_  
(amount owed to creditor, include cents, GST inclusive)

**Particulars of the debt are:**

| Date                          | Consideration                                                                       | Amount (\$)            | Remarks                                             |
|-------------------------------|-------------------------------------------------------------------------------------|------------------------|-----------------------------------------------------|
| (insert date when debt arose) | (state how the debt arose and attach supporting invoices and statements of account) | (GST inclusive amount) | (include details of voucher substantiating payment) |

(If debt is held due to an assignment of debt, provide evidence of the transfer and the consideration paid for assignment of the debt.)

2. To my knowledge or belief, the creditor has not, nor has any person by the creditor's order, had or received any satisfaction or security for the sum or any part of it except for the following:  
(Insert particulars of all securities held. If the securities are on the property of the Company, assess the value of those securities. If any bills or other negotiable securities are held, show them in a schedule in the following form.)

| Date | Drawer | Acceptor | Amount (\$) | Due date |
|------|--------|----------|-------------|----------|
|------|--------|----------|-------------|----------|

3. This proof of debt may be used for the purposes of voting at any meeting, a proposal without a meeting or for distribution to creditors unless a further proof of debt is submitted by me.

**Execution:**

- ☐ 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. (select if applicable)
- ☐ I am the creditor's agent authorised in writing to make this statement in writing. I know that the debt was incurred for the consideration stated and that the debt, to the best of my knowledge and belief, remains unpaid and unsatisfied. (select if applicable)
- ☐ I am a related creditor of the Company. (select if applicable)
- ☐ I nominate to receive electronic notification of notices or documents in accordance with Section 600G of the Corporations Act at the email address or fax number listed below.

Signature \_\_\_\_\_

Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_