



(In Liquidation)
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Timbercorp Securities Limited (In Liquidation) (‘TSL’)

Applying for Relief/Restructure

This document summarises the steps you are required to undertake in applying for relief or restructure of your TSL invoices under the TSL hardship assistance program. Further detail can be found in the Financial Hardship Policy Summary available online by following the ‘Timbercorp Group of Companies’ link at <http://kordamentha.com/creditor-information/australia>.

Steps for growers

1. Obtain copies of the following documents either online (link above) or through the TSL Hotline (03 8615 1200; settlements@timbercorp.com.au)
 - Application for Relief or Restructure Form
 - Statement of Financial Position Form
2. Complete both forms and include any financial or other relevant supporting documentation. Note that the provision of comprehensive and timely information will assist TSL in considering your application.
3. Submit the above forms and supporting documentation as soon as practicable to settlements@timbercorp.com.au.
4. TSL will review and assess your claim. Where deemed appropriate, we may engage a third party (at our cost) to independently review your financial affairs and arrangements. You will be notified if this is the case and asked to provide consent and further assistance. We may also request a meeting to further discuss the nature of your claim and options moving forward.
5. A decision will be made to work with you to provide hardship assistance or to continue with mainstream collection and legal activity. TSL will confirm the decision with you directly or with your appointed advisor if requested.
6. If TSL agrees to a repayment arrangement as a consequence of grower hardship, you will need to:
 - Maintain your agreed repayment arrangement
 - Contact TSL to advise of any change in your circumstances
 - Respond to all relevant correspondence sent to you by TSL

Should you fail to continue to engage with TSL as detailed above, we will have no alternative but to resume mainstream collection processes.

Steps for TSL

1. Upon receipt of the documentation, we will formally write to you (and/or your appointed advisor) acknowledging the application within 14 days.
2. A formal response to the application will be provided to you (and/or your appointed advisor) in writing within 30 days. This may be to advise of a decision or to seek further information.

3. All discussions or communications between TSL and yourself in relation to offers of settlement, settlement or restructure of your grower invoices(s) are on a without prejudice and strictly confidential basis. If a settlement or compromise is reached, TSL will require you to enter into a deed which contains terms where you will not disclose the details of the settlement to any party without first obtaining TSL's written consent to do so.