

29 October 2024

Dear Creditor

**ISA RODEO LIMITED (ADMINISTRATORS APPOINTED)
ACN 652 352 504 (the Company)**

I refer to my appointment as Voluntary Administrator of the Company on 21 October 2024.

As per my initial notice to creditors dated 22 October 2024, the first meeting of creditors will be held on **Thursday, 31 October 2024 at 11:00am AEST at Ibis Styles Mt Isa Verona, Cnr Rodeo Drive and Camooweal St, Mount Isa City QLD, 4825.**

If you choose, you can participate in the meeting remotely by using via Microsoft Teams, details of the meeting are:

Meeting ID: 443 766 383 366

Passcode: YKSdzh

Due to the confidential and sensitive nature of the meeting, only creditors who have submitted a Proof of Debt form and an Appointment of Proxy form are invited to attend the meeting. **There will be no observers at the meeting to ensure all creditors are able to participate.**

A copy of a Proof of Debt form and an Appointment of Proxy form have been included with this letter for those who wish to submit a copy. A reminder that these forms are to be submitted by **4:00pm AEST on Wednesday, 30 October 2024.**

I also invite creditors to submit any questions they wish to be addressed at the meeting, relating to the Company or the appointment of the administrators to isarodeo@svp.com.au.

Should you have any queries or wish to discuss this further please contact Kendall Bronson of our office on (07) 4720 0805 or by email on isarodeo@svp.com.au.

Yours faithfully



**MICHAEL BRENNAN
ADMINISTRATOR**

Attachment:
Proof of Debt form
Appointment of Proxy form

FORM 535

Subregulation 5.6.49(2)
Corporations Act 2001 (Cth)

**FORMAL PROOF OF DEBT OR CLAIM (GENERAL FORM)
ISA RODEO LIMITED (ADMINISTRATORS APPOINTED)
ACN 652 352 504 (THE COMPANY)**

To the Administrators

1. This is to state that the Company was on 21 October 2024, and still is, justly and truly indebted to:

Creditor Name	
Creditor Postal Address	
Telephone	
Email:	
ABN (N/A, if not required)	
FOR \$Amount owing (Dollars & Cents)	\$

Particulars of the debt are:

Date	Consideration (state how the debt arose and attach supporting documentation)	Amount (\$)

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:

Date	Drawer	Acceptor	Amount (\$)	Due Date

3. Signed by (select 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.

If being used for the purpose of voting at a meeting:

- a) Is the debt you are claiming assigned to you (i.e. a transfer of debt)? No Yes
- b) If yes, attach written evidence of the debt, the assignment and consideration given. Attached
- c) If yes, what value of consideration did you give for the assignment (eg, what amount did you pay for the debt?) \$ _____
- d) If yes, are you a related party creditor of the Company? No Yes

Signature: _____ Dated: _____

Name: _____ Occupation: _____

RECEIVE REPORTS BY EMAIL	Yes	No
Do you wish to receive all future reports and correspondence from our office via email?	<input type="checkbox"/>	<input type="checkbox"/>
Email:.....		

Corporations Act 2001 (Cth)

**APPOINTMENT OF PROXY
ISA RODEO LIMITED (ADMINISTRATORS APPOINTED)
ACN 652 352 504 (the Company)**

Name of company or individual:	Date:
Address:	
Email:	Telephone:

APPOINTMENT OF PROXY:

The Presiding Person of the meeting

OR, if you are not appointing the Presiding Person of the meeting as your proxy, please write the name of the person you are appointing as your proxy

as my/our **general proxy/special proxy** (please cross off whichever does not apply), and to vote for me/us on my/our behalf at the meeting of Creditors to be held at Ibis Styles Mt Isa Verona, Cnr Rodeo Drive and Camooweal St, Mount Isa City QLD, 4825 on Thursday, 31 October 2024 at 11:00am (AEST), or at any adjournment of that meeting. For a **special proxy** tick either For, Against or Abstain for each resolution detailed below:

VOTING DIRECTIONS (if appointing a special proxy):

Resolution	For	Against	Abstain
1. "To remove the existing Administrators from office and appoint someone else as Administrator of the Company."	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. "To appoint a Committee of Inspection."	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SIGNATURE OF CREDITOR/S:

Individual/agent	Individual/agent
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INSTRUCTIONS FOR COMPLETING THIS FORM:

APPOINTMENT OF PROXY: A proxy may be an individual or a corporate body representative. The proxy does not need to be a creditor of the company.

If a corporate body is sending a representative, a 'Certificate of Appointment of Corporate Representative', in accordance with the company's register, will be required. The certificate will need to be produced prior to the meeting or in accordance with the notice of the meeting.

SIGNATURE: This form must be signed by the creditor or the creditor's attorney. If the latter is signing, a certified copy of the power of attorney must be attached unless it has previously been lodged.

Where the creditor is a company, this form must be completed under the company's Common Seal, or signed by officers authorised under the Seal of the Company. Two officers must sign, except in the case of a sole director who is also the secretary or where there is a sole director and there is no company secretary.

Where the creditor is a joint holding, either one of the creditors may sign.