HLB Mann Judd (Insolvency WA)

Chartered Accountant

Contact: Samantha Morgan
Email: smorgan@hlbinsol.com.au
Phone: (08) 9215 7900

31 August 2016

TO THE CREDITOR OR MEMBER AS ADDRESSED

Dear Sir / Madam,

Mercbro Pty Ltd (In Liquidation) ACN 103 779 924
As Trustee for Mercbro Trust
Formerly trading as "Qualiform Doors & Vanities" and "Qualiform Postforming"
("the Company")

As you are aware, I was appointed as Liquidator of the above Company on 11 March 2015. I write to provide you with notice of the final meeting of creditors and members of the Company to be held on Monday, 19 September 2016 at 10:00am at Level 3, 35 Outram Street, West Perth WA 6005.

Accordingly, please find the following **enclosed**:

- Notice of Meeting – Form 529;
- Liquidator's Final Report to Creditors and Members;
- Appendix A – Liquidator's Account of Receipts & Payments;
- Form 535 – Formal Proof of Debt or Claim; and
- Form 532 – Appointment of Proxy.

Should you wish to attend the meeting of creditors, please complete the required Form 535 – Formal Proof of Debt or Claim (**if you have not already done so**) and if attending by proxy the Form 532 – Appointment of Proxy. Further details on the completion of these forms can be found in the **enclosed** report.

If you have any queries, please liaise with the above contact.

Yours faithfully

Kim Wallman – Liquidator
Mercbro Pty Ltd (In Liquidation) ACN 103 779 924

Encl.

FORM 529
Sub-regulations 5.6.12(2)

CORPORATIONS ACT 2001

NOTICE OF FINAL MEETING

Mercbro Pty Ltd (in Liquidation) ACN 103 779 924
Formerly trading as "Qualiform Doors & Vanities" and "Qualiform Postforming"
As Trustee for Mercbro Trust
("the Company")

Notice is given pursuant to section 509(1) of the *Corporations Act 2001* that a meeting of creditors and members of the Company will be held at the offices of HLB Mann Judd (Insolvency WA), Level 3, 35 Outram Street, West Perth WA on Monday, 19 September 2016 at 10:00am.

The purpose of the meeting is to lay before the meeting an account showing how the winding up has been conducted and the property of the Company disposed of, and to hear any explanations that may be given by the Liquidator regarding same.

Dated this 31 August 2016

Kim Wallman – Liquidator
Tel: (08) 9215 7900
Fax: (08) 9321 0429
kwallman@hlbinsol.com.au

HLB Mann Judd (Insolvency WA)

Chartered Accountant

Mercbro Pty Ltd (In Liquidation) ACN: 103 779 924

("the Company")

Liquidator's Final Report to Creditors and Members

Dated 31 August 2016

Liquidator	Kim Wallman
Appointment Date - Voluntary Administrator	4 February 2015
Appointment Date - Liquidator	11 March 2015
Final Meeting of Creditors	Monday, 19 September 2016 at 10:00am
Contact	Samantha Morgan
Telephone Number	(08) 9215 7900

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Liability limited by a scheme approved under Professional Standards Legislation

HLB Mann Judd (Insolvency WA) is a member of HLB International. A world-wide network of accounting firms and business advisers.

1. Introduction

As creditors will be aware, I, Kimberley Stuart Wallman, was appointed as Administrator of the Company on 4 February 2015 in accordance with a resolution passed by the Directors of the Company pursuant to section 436A of the *Corporations Act 2001* ("the Act").

At a meeting of creditors held on 11 March 2015, creditors resolved that the Company should be placed into Liquidation and accordingly, I became the Liquidator of the Company on that date.

As the affairs of the Company have been fully wound up, a final meeting of creditors will be held on Monday, 19 September 2016 at 10:00am at the offices of HLB Mann Judd (Insolvency WA), Level 3, 35 Outram Street, West Perth Western Australia. The purpose of the meeting is to consider my account of the conduct of the winding up.

The purpose of this report is to provide creditors with a written account of the winding up, showing how the property of the Company has been disposed of and to provide notice of the final meeting of the Company.

This report should be read in conjunction with my previous annual report dated 24 March 2016 and recent dividend notices dated 17 August 2016.

2. Details of Dividend Distributions

As previously advised in my report to you dated 24 March 2016, after the costs of the liquidation, there were sufficient asset realisations in the 'Qualiform Postforming' liquidation to permit payment to priority creditors in full and a partial dividend to unsecured creditors at the rate of 13.32 cents in the dollar. This dividend distribution was paid on the 17 August 2016.

I respectfully suggest that unsecured creditors should consider the balance of their debts as unrecoverable and that they should write their debts off.

3. Lodgement of Previous Liquidator's Accounts at ASIC

Pursuant to section 539(5) of the Act, I am required to give notice to every creditor and contributory in any notice, report or circular that my six monthly accounts and statements (ASIC Form 524) have been completed and submitted to ASIC.

Accordingly, please see below a summary of my previous lodgements of the ASIC Form 524 to date:

Description	From	To	Date lodged
Presentation of Accounts and Statements – Admin period	4 February 2015	11 March 2015	11 March 2016
Presentation of Accounts and Statements – Form 524	11 March 2015	11 September 2015	16 September 2015
Presentation of Accounts and Statements – Form 524	11 September 2015	11 March 2016	21 March 2016

4. Summary of Receipts and Payments

Attached and marked Annexure "A" is a summary of the receipts and payments for the liquidation.

5. Matters Outstanding to Finalise the Liquidation

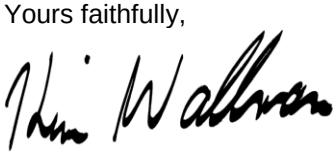
The following matters are required to be attended to in order to finalise the Liquidation of the Company:

i. Convene Final Meeting of Creditors & Members;
ii. Lodge minutes of Final Meeting with the Australian Securities and Investments Commission;
iii. Lodge Final Business Activity Statement with the Australian Taxation Office;
iv. Lodge Return of Final Meeting and Notice of Ceasing to Act with the Australian Securities and Investments Commission; and
v. Lodge Final Receipts of Payments to the Australian Securities and Investments Commission.

6. Final Comments

Should you have any queries in relation to the content of this report, or require assistance in the completion of enclosed forms, please do not hesitate to liaise with the contact person detailed on the cover page of this report.

Yours faithfully,



Kim Wallman – Liquidator
Mercbro Pty Ltd (in Liquidation)
ACN 103 779 924

Mercbro Pty Ltd (in Liquidation) ACN: 103 779 924

Liquidator's Account of Receipts and Payments

11 March 2015 to 26 August 2016

Qualiform Doors & Vanities

Receipts	**$**
Sale of assets	177,414
Sale of assets – remitted to 'Postforming' in error	7,065
BAS refund	9,253
Uncommercial transaction recovery	5,000
Pre-appointment debtor recoveries	2,502
Transfer from Administrator's account	2,617
Insurance refunds	895
Payment from 'Postforming' – secured creditor settlement	628
Total	**205,374**
Payments	
Commission and disbursements on sale of assets	29,276
Payout to secured creditor	15,315
Liquidator's remuneration	79,762
Administrator's remuneration	51,571
Rental for premises	11,000
BAS payments	8,994
Insurance cover	1,790
Legal fees	1,594
Administrator's disbursement	6,003
Bank charges	69
Total	**205,374**
Cash Balance	**0**

Mercbro Pty Ltd (in Liquidation) ACN: 103 779 924

Liquidator's Account of Receipts and Payments

11 March 2015 to 26 August 2016

Qualiform Postforming

Receipts	**$**
Sale of assets	437,900
BAS refund	10,356
Pre- appointment debtor recoveries	2,716
Total	**450,972**
Payments	
Priority dividend	247,210
Administrator's remuneration	16,164
Creditor dividend	50,798
Liquidator's remuneration	28,558
Commission and disbursements on sale of assets	36,770
BAS payments	36,466
Payout to secured creditor	8,169
Sale of assets – remitted to 'Postforming' in error	7,065
Administrator's disbursements	556
Insurance cover	895
Receipt from 'Doors and Vanities' – secured creditor settlement	628
Liquidator's disbursements	405
Bank charges	48
Total	**433,732**
Cash Balance	****17,240**

**Note: A Business Activity Statement ("BAS") payment for the September 2016 month, is expected to be paid in the amount of approximately $3,450. The cash balance after the BAS payment will be drawn as Liquidator's approved remuneration and disbursements. A final account of receipts and payments can be provided to creditors upon request of my office.

Form 535
Corporations Act 2001
Sub regulation 5.6.49(2)

FORMAL PROOF OF DEBT OR CLAIM (GENERAL FORM)

To the Liquidator of Mercbro Pty Ltd (In Liquidation) ACN 103 779 924

INSTRUCTIONS

1. Insert name of creditor here.

2. Insert creditor's ABN here or "N/A" if not applicable.

3. Insert debt amount here (inclusive of GST).

4. Insert GST component of claim here.

This is to state that the Company was on 4 February 2015 and still is, justly and truly indebted to:

Creditor / company name:	ABN:
(1)	(2)

In the amount of:	GST in claim:
(3) $	(4) $

TO ENSURE THE VALIDITY OF YOUR CLAIM, PLEASE ATTACH APPROPRIATE DOCUMENTATION TO SUBSTANTIATE YOUR CLAIM. PLEASE SEE OVERLEAF FOR FURTHER INFORMATION.

Particulars of the debt(s) are (5):

5. Show here details of goods and services were provided to the Company and remain unpaid for.

Date/s	Consideration (e.g. goods supplied / services rendered)	Amount	Remarks

6. Do not complete unless you are a secured creditor.

(6) 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 as an attachment to this form).

7. Do not complete this section unless you act for an employee.

(7) 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.

8. Do not complete this section unless you act for an employee.

(8) 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.

9. Insert date here

DATED (9) this _____ day of _____ 2016

10 .Sign here

Signature: (10)

Name:

Occupation:

Postal address:

Phone:

Fax:

Email:

FOR OFFICE USE ONLY									
Dividend Expectations:	*Priority only*		*Unsecured Creditors*		*Unascertained*		*No Class*		
Priority: $		Unsecured: $			Total Admitted: $				
Rejected: $		Comments:							
Signed	Appointee:			File Manager:					

NOTES TO THE PROOF OF DEBT OR CLAIM FORM

1. Failure to provide an Australian Business Number or notice that one is not applicable will result in 48.5% of any dividend being withheld and remitted to the Australian Taxation Office.

2. To enable to adjudication of your claim, it is required that you submit together with your Proof of Debt or Claim form. It should be noted that failure to provide substantiating documentation may result in your claim being rejected.

   Generally, **a statement of account and corresponding invoices** is requested. However, if it is impractical to submit correspondence invoices (e.g. if the sheer quantum of invoices makes postage impractical) a statement of account is requested as a minimum in the first instance.

   Should a statement of account or invoices not be available, other documentation may be provided such as a purchase order or other substantiating voucher. The Administrator / Liquidator may contact you to then discuss your documentation and anything else that may be available to assist in his / her adjudication process.

DIRECTIONS FOR ANNEXURE

1. Where the space provided for a particular purpose is insufficient to contain all the required information in relation to a particular item, that information shall be set out in an annexure.

2. An annexure to form shall have an identifying mark and be endorsed with the words:-

   This is the annexure of ..... pages marked ..... referred to in the (insert description of form)

   signed by me and dated .....

   ....
   Signature(s) Name of Signatory IN BLOCK LETTERS

3. The pages in the annexure shall be numbered consecutively.

4. Where a document, copy of a document or other matter is annexed to a form, reference made in the form to the annexure shall be by its identifying mark, the number of pages in it, and a brief description of the nature of the document and its contents.

   A reference to an annexure includes a document, copy of a document or any other matter accompanying, attached to or annexed to a form.

Form 532
Corporations Act 2001
Sub regulation 5.6.29

Mercbro Pty Ltd
(In Liquidation)
ACN: 103 779 924

APPOINTMENT OF PROXY

STEP 1 **Appoint a proxy to vote on your behalf**

You can appoint any person over the age of 18 (Option 1) **OR** the Chairperson (Option 2) to represent you either through a special or general proxy.

You can specify on the proxy form how the proxy is to vote on a particular resolution, which the proxy must comply with. This is called a *'special proxy'*. Alternatively, you can allow the proxy to exercise his/her discretion as to how to vote on each of the resolutions put before the meeting. This is called a *'general proxy'*.

The Liquidator (or his or her nominee) must not use a general proxy to vote in favour of a resolution approving payment of the Administrator's / Liquidator's remuneration.

I / We (Full name) _____ **of (Address)** _____

being a creditor and members of Mercbro Pty Ltd (In Liquidation), entitled to attend and vote at the Meeting of Creditors and Members to be held on Monday, 19 September 2016 at 10:00am, hereby appoint:

OPTION 1 **Appointee (Full name and address)** _____

as my / our general / special proxy.

OPTION 2 **OR** ☐ the Chairperson of the Meeting of Creditors and Members as my / our general / special proxy.

STEP 2 **Sign** *This section must be completed*

_____ Name of authorised representative: _____

Date _____ / _____ / _____ Phone: _____ Email: _____

PLEASE RETURN THIS PROXY, duly completed, to Samantha Morgan via email to smorgan@hlbinsol.com.au, or via facsimile to 08 9321 0429, or via post to PO Box 622 West Perth WA 6872. Please note that proxy forms received after 5.00 pm on the day before the meeting may not be accepted.

Certificate of Witness

This certificate is to be completed only if the person giving the proxy is blind or incapable of writing. The signature of the creditor must not be witnessed 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 or her before he or she signed or marked the instrument.

Dated this . . . . . day of 2016

Signature of Witness: . . . . . .

Address: . . . . . .