

## PROOF OF CLAIM

### (Claims Process)

*All notices or correspondence regarding this claim must be forwarded to the following address:*

#### TO THE REFEREE

#### **ALVAREZ & MARSAL CANADA INC.**

Bow Valley Square IV

Suite 1110, 250 6<sup>th</sup> Avenue SW

Calgary, AB T2P 3H7

Attention: Duncan MacRae

E-mail: [dmacrae@alvarezandmarsal.com](mailto:dmacrae@alvarezandmarsal.com)

In the matter of the Court-appointed referee proceedings of **1178929 Alberta Ltd.** of Calgary, Alberta

and the claim of \_\_\_\_\_,

claimant.

I, \_\_\_\_\_ (*name of claimant or representative of the claimant*), of \_\_\_\_\_ (*city and province*), do hereby certify:

1. That I am a claimant of the above-named debtor (or that I am \_\_\_\_\_) (*state position or title*) of \_\_\_\_\_ (*name of claimant or representative of the claimant*)).

2. That I have knowledge of all of the circumstances connected with the claim referred to below.

3. That the debtor is indebted to the claimant in the sum of \$\_\_\_\_\_, as specified in the statement of account (*or affidavit*) attached and marked Schedule "A", after deducting any counterclaims to which the debtor is entitled. (*The attached statement of account or affidavit must specify the vouchers or other evidence in support of the claim.*)

4. Complete appropriate category:

A. UNSECURED CLAIM OF \$ \_\_\_\_\_

That in respect of this debt, I do not hold any assets of the debtor as security; and

B. SECURED CLAIM OF \$ \_\_\_\_\_

That in respect of this debt, I hold assets of the debtor valued at \$ \_\_\_\_\_ as security,  
particularsof which are as follows:

*(Give full particulars of the security, including the date on which the security was given and the  
value at which you assess the security, and attach a copy of the security documents)*

Dated at \_\_\_\_\_ (city), \_\_\_\_\_ (province), this \_\_\_\_\_  
day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Claimant

Telephone No.:

\_\_\_\_\_

E-mail address:

\_\_\_\_\_

Address:

\_\_\_\_\_

\_\_\_\_\_

NOTE: If an affidavit is attached, it must have been made before a person qualified to take affidavits.

## CHECKLIST FOR PROOF OF CLAIM

This checklist is provided to assist you in preparing the proof of claim form in a complete and accurate manner.

### General

- The **signature of a witness** is required.
- The document **must be signed** by the individual completing the declaration.
- **Provide the complete address** where all notices or correspondence are to be forwarded along with your phone number, mailing address and e-mail address.
- After completion, please submit your proof of claim to Alvarez & Marsal Canada Inc. either by registered mail, courier, or email, using the contact information provided below:
  - E-mail: [dmacrae@alvarezandmarsal.com](mailto:dmacrae@alvarezandmarsal.com)
  - Registered Mail/Courier: Suite 1110 250 6th Avenue SW, Calgary, AB, T2P 3H7
- A claimant who is participating in any distribution from an estate must have filed a proof of claim prior to the distribution being declared.

### Paragraph (1)

- Claimant must state full and complete legal name of the individual, company or firm.
- If the individual completing the proof of claim is a representative of the claimant, the individual's position or title must be identified.

### Paragraph (3)

- The amount owing must be set out in paragraph 3.
- A **detailed statement of account** must be attached to the proof of claim and marked "Schedule A" and must show the date, number and amount of all the advances, invoices, charges, credits or payments. The amount on the statement of account must correspond to the amount indicated on the proof of claim.

### Paragraph (4)

- **Paragraph A** applies to the ordinary unsecured claims.
- **Paragraph B** applies to secured claims. Please indicate the dollar value of the security and attach copies of the security documents. In addition, please attach copies of the security registration, where appropriate.