



Estate File No.: 25-3002847

**IN THE MATTER OF THE BANKRUPTCY OF
INFARM INDOOR URBAN FARMING
CANADA INC.
OF THE CITY OF CALGARY, IN THE PROVINCE OF ALBERTA**

**NOTICE OF BANKRUPTCY AND FIRST MEETING OF CREDITORS
(Subsection 102(1))**

Take notice that:

1. Infarm Indoor Urban Farming Canada Inc. ("Infarm") was deemed to have filed an assignment in bankruptcy on April 9, 2024, and KSV Restructuring Inc. was appointed as Licensed Insolvency Trustee (the "Trustee") of Infarm by the Office of the Superintendent of Bankruptcy, subject to affirmation by the creditors of the Trustee's appointment.
2. The first meeting of creditors of the bankrupt will be held on the 25th day of April, 2024 at 10:00 a.m. (MST) to be convened via Teams at:

<https://shorturl.at/dknNY>
Meeting ID: 287 874 302 835
Passcode: xh4REq
3. To be entitled to vote at the meeting, creditors must lodge with the Trustee, prior to the meeting, proofs of claim and, where necessary, proxies.
4. Enclosed with this notice is a form of proof of claim, a form of general proxy, and a list of creditors with claims of twenty-five dollars (\$25) or more, showing the amounts of their claims according to Infarm's books and records. Creditors can email their claims and proxy to info@ksvadvisory.com.
5. Creditors must prove their claims against Infarm to receive dividends, if any, in the bankruptcy proceedings.

DATED at Calgary, Alberta, this 11th day of April, 2024

KSV Restructuring Inc.

**KSV RESTRUCTURING INC.
LICENSED INSOLVENCY TRUSTEE OF
INFARM INDOOR URBAN FARMING CANADA INC.
AND NOT IN ITS PERSONAL OR CORPORATE CAPACITIES**

District of: Alberta
Division No. 02 - Calgary
Court No. 25-3002847
Estate No. 25-3002847

☒ Original

☐ Amended

Form 78

Statement of Affairs (Business Bankruptcy) made by an entity
(Subsection 49(2) and Paragraph 158(d) of the Act / Subsections 50(2) and 62(1) of the Act)

In the Matter of the Bankruptcy of
Infarm Indoor Urban Farming Canada Inc.
of the City of Calgary, in the Province of Ontario

To the bankrupt:

You are required to carefully and accurately complete this form and the applicable attachments showing the state of your affairs on the date of the bankruptcy, on the 11th day of April 2024. When completed, this form and the applicable attachments will constitute the Statement of Affairs and must be verified by oath or solemn declaration.

LIABILITIES (as stated and estimated by the officer)		ASSETS (as stated and estimated by the officer)	
1. Unsecured creditors as per list "A"	8,665,372.90	1. Inventory	0.00
Balance of secured claims as per list "B"	0.00	2. Trade fixtures, etc.	0.00
Total unsecured creditors	8,665,372.90	3. Accounts receivable and other receivables, as per list "E"	
		Good	0.00
2. Secured creditors as per list "B"	1.00	Doubtful	0.00
3. Preferred creditors as per list "C"	0.00	Bad	0.00
4. Contingent, trust claims or other liabilities as per list "D"	0.00	Estimated to produce	0.00
estimated to be reclaimable for		4. Bills of exchange, promissory note, etc., as per list "F"	0.00
Total liabilities	8,665,373.90	5. Deposits in financial institutions	0.00
Surplus	NIL	6. Cash	1.00
		7. Livestock	0.00
		8. Machinery, equipment and plant	0.00
		9. Real property or immovable as per list "G"	0.00
		10. Furniture	0.00
		11. RRSPs, RRIAs, life insurance, etc.	0.00
		12. Securities (shares, bonds, debentures, etc.)	0.00
		13. Interests under wills	0.00
		14. Vehicles	0.00
		15. Other property, as per list "H"	0.00
		If bankrupt is a corporation, add:	
		Amount of subscribed capital	0.00
		Amount paid on capital	0.00
		Balance subscribed and unpaid	0.00
		Estimated to produce	0.00
		Total assets	1.00
		Deficiency	8,665,372.90

I, Erez Galonska, of the City of London, England, do swear (or solemnly declare) that this statement and the attached lists are to the best of my knowledge, a full, true and complete statement of the affairs of the Corporation on the 11th day of April 2024 and fully disclose all property of every description that is in my possession or that may devolve on me in accordance with the Act.

SWORN (or SOLEMNLY DECLARED) remotely by Erez Galonska stated as being located in the City of London, England before me at the City of Toronto in the Province of Ontario, on this 11th day of April 2024 in accordance with provincial Regulation on Administering Oath or Declaration Remotely.

Catherine Theriault, Commissioner of Oaths
For the Province of Ontario
Expires February 19, 2025

Erez Galonska



Industry Canada
Office of the Superintendent
of Bankruptcy Canada

Industrie Canada
Bureau du surintendant
des faillites Canada

District of: Alberta
Division No.: 02 - Calgary
Court No.: 25-3002847
Estate No.: 25-3002847

In the Matter of the Bankruptcy of:

Infarm Indoor Urban Farming Canada Inc.

Debtor

KSV RESTRUCTURING INC.

Licensed Insolvency Trustee

Ordinary Administration

Date of bankruptcy:	April 09, 2024	Security:	\$0.00
Meeting of creditors:	April 25, 2024, 10:00 Teams Video Conference, https://shorturl.at/dknNY ID:287874302835, Pass: xh4REq, Alberta Canada,		
Chair:	Trustee	Designated person:	Erez Galonska

CERTIFICATE OF ASSIGNMENT - Paragraph 50.4(8)(b.1) of the Act

-- AMENDED --

I, the undersigned, official receiver in and for this bankruptcy district, do hereby certify that:

- a notice of intention in respect of the aforementioned debtor was filed under section 50.4 of the *Bankruptcy and Insolvency Act*;
- the debtor has failed to file a cash-flow statement or a proposal within the provided period following the filing of the notice of intention or within any Court-granted extension and is thereupon deemed to have made an assignment.

The said trustee is required:

- to provide to me, without delay, security in the aforementioned amount;
- to send to all creditors, within five days after the date of the trustee's appointment, a notice of the bankruptcy; and
- when applicable, to call in the prescribed manner a first meeting of creditors, to be held at the aforementioned time and place or at any other time and place that may be later requested by the official receiver.

Date: April 11, 2024

E-File/Dépôt Electronique

Official Receiver

Harry Hays Building, 220 - 4th Ave SE, Suite 478, Calgary, Alberta, Canada, T2G4X3, (877)376-9902

Canada

**IN THE MATTER OF THE BANKRUPTCY OF
INFARM INDOOR URBAN FARMING CANADA INC.
OF THE CITY OF CALGARY IN HE PROVINCE OF ALBERTA**

Secured Creditors		Amount Due (\$)
1.	Triplepoint Capital LLC 2755 Sand Hill Road Mento Park CA 94025 USA	1.00
Total Secured Creditor		<u>1.00</u>
Unsecured Creditors		
1.	3D Warehousing & Logistics 1817 Burlington Street East Hamilton ON L8H 3L5	274,050.00
2.	AGAT Laboratories Ltd. 2905 12th Street NE Calgary AB T2E 7J2	2,451.95
3.	Air Liquide Canada Inc. 1250 Bld Rene-Levesque West Ste 1700 Montreal QC H3B 5E6	76,805.05
4.	Albari Holdings Ltd. 929 10 Ave Sw Calgary AB T2R 1A8	6,047,027.60
5.	AMP DISPOSAL INC 1496 Bedford Hwy Unit 107 Bedford NS B4A 1E4	2,070.60
6.	Appleone Services Ltd. 50 Paxman Rd, Suite 6 Etobicoke ON M9C 1B7	3,262.50
7.	ARCO/MURRAY INTERNATIONAL CONSTRUCTION - TORONTO ULC 111 Peter St Suite 700 Toronto ON M5V 2H1	776,116.85
8.	Atomes 3485 rue Ashby Saint-Laurent QC H4R 2K3	2,475.15
9.	Avison Young 222 Bay St. Suite 2500, Box 245 Toronto ON M5K 1J5	3,825.10
10.	Barton Air Compressor Sales & Service 76 Biggar Ave Hamilton ON L8L 3Z4	546.65
11.	BC Comfort Air Conditioning Limited 7405 Lowland Dr Burnaby BC V5J 5A8	5,156.20
12.	Black & McDonald Limited 2 Bloor St East Ste 2100 Toronto ON M4W 1A8	67,297.40
13.	Bloostone USA Inc 1215 45th Street Brooklyn NY 11219 USA	15,211.95

14.	Bond Securcom Inc 41 Scarsdale Rd #1 North York ON M3B 2R2	809.10
15.	Boxsys Canada Inc 6250 Kestrel Rd Mississauga ON L5T 1Y9	21,123.60
16.	Brinkman International B.V. Postbus 2, 2690 AA, Woutersweg 10 s-Gravenzande PR 2691 M5J 2W4 Netherlands	5,031.50
17.	Calgary Industrial Portfolio Nominee Inc. 130 King Street West, Suite 1400 Toronto ON M5X 1C8	1.00
18.	Canada Damage Recovery 181 Bay St Toronto ON M5J 2T3	1,406.50
19.	Canada Revenue Agency 451 Talbot St London ON N6A 5E5	11,160.65
20.	Canadian Linen and Uniform Service Corp. 24 Atomic Ave Etobicoke Etobicoke ON M8Z 5L1	2,991.35
21.	ColdStar Solutions Inc. 1015 Henry Eng Pl Victoria BC V9B 6B2	561.15
22.	COLZ ELECTRIC LTD 165 Shannon Hill SW Calgary AB T2Y 2Y8	16,393.70
23.	Compass Commercial Realty LP 3 Spectacle Lake Drive, Suite 290 Dartmouth NS B3B 1W4	2,892.75
24.	Concentra Bank 13401 108 Avenue Surrey BC V3T 5T3	1.00
25.	Concentra Bank c/o Comm Leasing Box 3030 Regina SK S4P 3G8	1.00
26.	De Lage Landen Financial Services Canada 5046 Mainway Unit 1 Burlington ON L7L 5Z1	2,199.65
27.	De Lage Landen Financial Services Canada Inc. 3450 Superior Court, Unit 1 Oakville ON L6L 0C4	2,089.00
28.	DIMACHEM INC. 3258 Marentette Ave Windsor ON N8X 4G4	3,175.50
29.	Display Pack 650 West St. Cedar Springs MI 49319 USA	11,183.85

30.	Diversey Canada Inc 3755 Laird Rd Unit 10 Mississauga ON L5L 0B3	2,457.75
31.	Durabond Janitorial Services LTD 4380 S Service Rd Unit 8 Burlington ON L7L 5Y6	1,117.95
32.	Enmax Energy Corporation 141 50 Ave SE Calgary AB T2G 4S7	2,752.10
33.	Filion Wakely Thorup Angeletti LLP ay Adelaide Centre , 333 Bay Street, Suite 2500, PO Box 44 Toronto ON M5H 2R2	1,838.60
34.	Geosyntec Consultants International, Inc. 1243 Islington Ave #1201 Toronto ON M8X 1Y9	8,910.25
35.	Global Industrial Canada 35 Staples Ave #110 Richmond Hill ON L4B 4W6	147.90
36.	Green For Life 100 New Park Pl Suite 500 Vaughan ON L4K 0J3	1,950.25
37.	Greenbelt Coffee 420 Parkdale Ave N Hamilton ON L8H 5Y2	208.80
38.	GreyPan Dickenson 185 The West Mall, Suite 860 Toronto ON M9C 5L5	11,789.95
39.	Grodan 8024 Esquesing Line Milton ON L9T 6W3	7,473.30
40.	Hager Industries Inc. 425 Lake Ave N Hamilton ON L8E 3C1	22,485.15
41.	Infarm Indoor Urban Farming GMBH c/o McMillan LLP 181 Bay Street, Suite 4400 Toronto ON M5J 2T3	1.00
42.	Insurance Corporation of British Columbia 151 W Esplanade Vancouver BC V7M 3H9	830.85
43.	iTrade Network PO Box 12409 Pleasanton CA 94588 USA	8,140.30
44.	JAS FORWARDING WORLDWIDE INC. An der Gehespitz 120 Neu-Isenburg Hessen, DE 63263 M5J 2W4 Germany	432.10
45.	Jiffy Products of America, Inc. 161 Atlantic Lane Pokemouche NB E8P 2M4 Canada Pokemouche NB E8P 2M4	1,629.80

46.	John Robulack Inc. 4 Prince George Dr Etobicoke ON M9A 1X8	4,474.70
47.	Joint Advantage Corp 260 Sundown Way Se Calgary AB T2X 2N5	743.85
48.	JW Recycle-It Inc. 12202 Old Yale Rd Surrey BC V3V 3X5	5,102.55
49.	KONSTANT-The Econo-Rack Group (2015) Inc. 1303 North Service Road East. Oakville ON L6H 1A7	26,242.10
50.	Lenworth Building Services LTD 4141 Sladeview Crescent Units #1-3 Mississauga ON L5L 5T1	1,668.95
51.	Les Équipements Resto-Pro Inc. 823 D Rue McCaffrey Saint-Laurent QC H4T 1N3	3,652.55
52.	Manning Elliot LLP 1030 W Georgia St #1700 Vancouver BC V6E 2Y3	4,280.40
53.	McMillan LLP Brookfield Place, 181 Bay Street, Suite 4400 Toronto ON M5J 2T3	1,216.55
54.	Plant Products Inc. 50 Hazelton St Leamington ON N8H 1B8	2,733.25
55.	Pratt Visual Solutions 18637 Northline Dr. Suite J Cornelius NC 28031	12,426.50
56.	Pro Way Freight Systems Inc 2275 Upper Middle Rd E Suite 101 Oakville ON L7H 0C3	472.70
57.	Proseal America, Inc. 7611 Whitepine Rd Richmond Hill VA 23237 USA	24,964.65
58.	QUEENSTON HR 826 Queenston Rd Unit 5 Hamilton ON L8G 1A9	9,752.70
59.	Reliance Properties Suite 305 111 Water Street Vancouver BC V6B 1A7	5,742.00
60.	Rentokil Canada Corporation 3585 Graveley St Suite 240 Vancouver BC V5K 5J5	1,081.70
61.	Resource Recycling Group Inc. PO Box 42270. Portland Portland OR 97242 USA	3,100.10

62.	Ri-Go Lift Truck Ltd. 175 Courtland Ave Concord ON L4K 4T2	2,132.95
63.	Rigo Lift Truck Limited 175 Courtland Avenue Concord ON L4K 4T2	1.00
64.	Rolls Right Industries Ltd. 2441 United Blvd Coquitlam BC V3K 6A8	9,420.65
65.	Roopack Machines B.V. Kroonstraat 30 Etten-Leur AV 4879 M5J 2W4 Netherlands	69,346.25
66.	Royal Bank of Canada 36 York Mills Road, 4th Floor Toronto ON M2P 0A4	1.00
67.	Schaefer Plastics North America LLC 10301 Westlake Drive Charlotte NC 28273 USA	21,489.00
68.	Schaefer System International Limited 140 Nuggett Ct Brampton ON L6T 5H4	137,895.00
69.	Sensitech Canada Inc 1 Valleywood Dr Unit 6 Markham ON L3R 5L9	1,416.65
70.	Sentag Modular Manufacturing 9825 283 street Acheson AB T7X 6J5	1,481.90
71.	Stantec - Opex 10220-103 Avenue NW, Suite 300 Edmonton AB T5J 0K4	25,203.90
72.	Staples Business Advantage 550 Pendant Dr Mississauga ON L5R 2W6	295.80
73.	Startrack Carrier Inc 39 Cityscape Grove Calgary AB T3N 1A8	1,193.35
74.	The Canada Life Assurance Co. c/o GWL Realty Advisors Inc. 433 Main St Winnipeg MB R3B 1B3	3,375.60
75.	The Printing House Canada Square Building, 2200 Yonge St, Suite 205 Toronto ON M4S 2C6	12,733.90
76.	Tip Fleet Services CANada Ltd. 1880 Brianni Road East Mississauga ON L4W 1J3	1.00
77.	TIP FLEET SERVICES CANADA LTD. 2600-595 Burrard St Vancouver BC V6C 0E4	1,589.20

78.	Total Quality Logistics 3221 W Big Beaver Rd # 110 Troy MI 48084 USA	23,888.75
79.	TransAlta Energy Marketing Suite 1400, 1100 1st St SE Calgary AB T2G 1B1	30,902.40
80.	Transworld Holdings Inc 647 Bedford Highway Unit 101 Halifax NS B3M 0A5	31,959.45
81.	Triplepoint Capital LLC 2755 Sand Hill Road Mento Park CA 94025 USA	734,999.00
82.	Triton Canada Inc. 2235 Sheppard Ave. East, Suite 1503 Toronto ON M2J 5B5	40.60
83.	Uline Canada Corporation 12575 Uline Drive Pleasant Prairie WI 53158 USA	9,139.35
84.	Waste Management of Canada Corporation 4210 King Street East Kitchener ON N2P 2G5	8,959.55
85.	WELKE CUSTOMS BROKERS USA, INC. 36 Delaware Street Tonawanda NY 14150 USA	767.05
Total Unsecured		<u>8,665,372.90</u>
Total Secured and Unsecured		<u>8,665,373.90</u>

* an amount of \$1 indicates that the amount due is undetermined or unknown. Amounts were derived from the Company's books and records and are subject to confirmation based on proof of claim to be filed by creditors in the bankruptcy.



Bankruptcy and Insolvency Act ("Act")

Proof of Claim

(Section 50.1, 81.5, 81.6, Subsections 65.2(4), 81.2(1), 81.3(8), 81.4(8), 102(2), 124(2), 128(1),
and Paragraphs 51(1)(e) and 66.14(b) of the Act)

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

Creditor Name:	_____	Telephone:	_____
Address:	_____	Fax:	_____
	_____	Email:	_____
Account No.:	_____		

In the matter of the bankruptcy (or the proposal, or the receivership) of _____ (name of debtor)
of _____ (city and province) and the claim of _____, creditor.

I, _____ (name of creditor or representative of the creditor), of _____ (city and province), do
hereby certify:

1. That I am a creditor of the above-named debtor (or that I am _____ (state position or title)
of _____ (name of creditor)).
2. That I have knowledge of all the circumstances connected with the claim referred to below.
3. That the debtor was, at the date of bankruptcy, (or the date of the receivership, or in the case of a proposal, the date of
the notice of intention or of the proposal, *if no notice of intention was filed*), namely the _____ day of
_____, _____, and still is, indebted to the creditor 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. *(Check and complete appropriate category.)*

☐ **A. UNSECURED CLAIM OF \$ _____**

(other than as a customer contemplated by Section 262 of the Act)

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

(Check appropriate description.)

☐ Regarding the amount of \$ _____, I do not claim a right to a priority.

☐ Regarding the amount of \$ _____, I claim a right to a priority under Section 136 of the Act.

(Set out on an attached sheet details to support priority claim.)

☐ **B. CLAIM OF LESSOR FOR DISCLAIMER OF A LEASE \$ _____**

That I hereby make a claim under Subsection 65.2(4) of the Act, particulars of which are as follows:

(Give full particulars of the claim, including the calculations upon which the claim is based.)

☐ **C. SECURED CLAIM OF \$ _____**

That in respect of this debt, I hold assets of the debtor valued at \$ _____ as security, particulars of 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.)*

☐ **D. CLAIM BY FARMER, FISHERMAN OR AQUACULTURIST OF \$ _____**

That I hereby make a claim under Subsection 81.2(1) of the Act for the unpaid amount of \$ _____ *(Attach a
copy of sales agreement and delivery receipts.)*

☐ **E. CLAIM BY WAGE EARNER OF \$ _____**

☐ That I hereby make a claim under Subsection 81.3(8) of the Act in the amount of \$ _____

☐ That I hereby make a claim under Subsection 81.4(8) of the Act in the amount of \$ _____

☐ **F. CLAIM BY EMPLOYEE FOR UNPAID AMOUNT REGARDING PENSION PLAN OF \$ _____**

☐ That I hereby make a claim under Subsection 81.5 of the Act in the amount of \$ _____

☐ That I hereby make a claim under Subsection 81.6 of the Act in the amount of \$ _____

☐ **G. CLAIM AGAINST DIRECTOR \$ _____**

(To be completed when a proposal provides for the compromise of claims against directors.)

That I hereby make a claim under Subsection 50(13) of the Act, particulars of which are set out on the attached
sheet(s). *(Give full particulars of the claim, including the calculations upon which the claim is based.)*

☐ **H. CLAIM OF A CUSTOMER OF A BANKRUPT SECURITIES FIRM \$ _____**

That I hereby make a claim as a customer for net equity as contemplated by Section 262 of the Act, particulars of which
are set out on the attached sheet(s).

(Give full particulars of the claim, including the calculations upon which the claim is based.)

Bankruptcy and Insolvency Act ("Act")

Proof of Claim

(Section 50.1, 81.5, 81.6, Subsections 65.2(4), 81.2(1), 81.3(8), 81.4(8), 102(2), 124(2), 128(1), and Paragraphs 51(1)(e) and 66.14(b) of the Act)

5. That, to the best of my knowledge, I am (or the above-named creditor is) (or am not or is not) related to the debtor within the meaning of Section 4 of the Act, and have (or has) (or have not or has not) dealt with the debtor in a non-arm's-length manner.
6. That the following are the payments that I have received from, the credits that I have allowed to, and the transfers at undervalue within the meaning of Subsection 2(1) of the Act that I have been privy to or a party to with the debtor within the three months (or, if the creditor and the debtor are related within the meaning of Section 4 of the Act or were not dealing with each other at arm's length, within the 12 months) immediately before the date of the initial bankruptcy event within the meaning of Subsection 2(1) of the Act: (Provide details of payments, credits and transfers at undervalue.)
7. (Applicable only in the case of the bankruptcy of an individual.)
- ☐ Whenever the trustee reviews the financial situation of a bankrupt to redetermine whether or not the bankrupt is required to make payments under Section 68 of the Act, I request to be informed, pursuant to Paragraph 68(4) of the Act, of the new fixed amount or of the fact that there is no longer surplus income.
- ☐ I request that a copy of the report filed by the trustee regarding the bankrupt's application for discharge pursuant to Subsection 170(1) of the Act be sent to the above address.

Dated at _____, this _____ day of _____, _____

Witness

Creditor

NOTE:
WARNINGS:

If an affidavit is attached, it must have been made before a person qualified to take affidavits.
A trustee may, pursuant to Subsection 128(3) of the Act, redeem a security on payment to the secured creditor of the debt or the value of the security as assessed, in a proof of security, by the secured creditor.
Subsection 201(1) of the Act provides severe penalties for making any false claim, proof, declaration or statement of account.

DIRECTIONS FOR COMPLETION OF THIS FORM ARE ON THE REVERSE SIDE

GENERAL PROXY

(Paragraphs 51(1)(e) and 66.15(3)(b) and Subsection 102(2))

In the matter of the bankruptcy) (or proposal) of _____ a bankrupt (or an insolvent)

I (or We), _____ (name of creditor), of _____. (name of city, town or village), a creditor in the above matter, hereby appoint _____, of _____, to be my (or our) general proxy in the above matter except as to the receipt of dividends, with (or without) power to appoint another general proxy in his or her place.

DATED AT _____ this _____ day of _____, _____

Witness

Individual Creditor OR Name of Corporate Creditor

Witness

Per:
Name and Title of Signing Officer

CHECKLIST FOR PROOF OF CLAIM

This checklist is provided to assist you in preparing the accompanying proof of claim form and, where required, proxy form in a complete and accurate manner. Please specifically check each requirement.

Under Section 109 of the Bankruptcy and Insolvency Act only those creditors who have filed their claims in the proper form with the trustee, before the time appointed for the meeting, are entitled to vote at the meeting.

Section 124 states that every creditor shall prove his claim and the creditor who does not prove his claim is not entitled to share in any distribution that may be made.

General

- The signature of a witness is required;
- The claim must be signed personally by the individual completing this declaration;
- Provide the complete address where all notices or correspondence are to be forwarded;
- The amount of the statement of account must correspond to the amount indicated on the proof of claim.

Notes:

- It is permissible to file a proof of claim by fax.
- A creditor may vote either in person or by proxy at any meeting of creditors if the proof of claim is filed with the trustee prior to the time appointed for the meeting.
- A quorum at any meeting of creditors consists of at least one creditor with a valid proof of claim in attendance in person or by proxy.
- A corporation may vote through an authorized agent or mandatary at meetings of creditors.
- In order for a duly authorized person to have a right to vote, they must be a creditor or be the holder of a properly executed proxy. The name of the creditor must appear in the proxy.
- A creditor who is participating in any distribution from an estate must have filed a proof of claim prior to the distribution being declared.
- In the case of an individual bankrupt, by checking the appropriate box or boxes at the bottom of the proof of claim form, you may request that the trustee advise you of any material change in the financial situation of the bankrupt or the amount the bankrupt is required to pay into the bankruptcy, and a copy of the trustee's report on the discharge of the bankrupt.

Paragraph 1

- Creditor must state full and complete legal name of company or firm;
- If the individual completing the proof of claim is not the creditor himself, he/she must state his/her position or title.

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 must show the date, the number and the amount of all the invoices or charges, together with the date, the number and the amount of all credits or payments. A statement of account is not complete if it begins with an amount brought forward.

Paragraph 4

- **Paragraph A** applies to *ordinary unsecured claims*. In addition to recording the amount of the claim, please indicate whether the claim has a priority pursuant to Section 136 of the Act.
- **Paragraph B** applies to lessor claims in a commercial proposal. Please ensure that the claim applies to a commercial proposal and, if so, include the full particulars of the claim.
- **Paragraph C** applies to *secured claims*. Please indicate the dollar value of the security and attach copies of the security document. In addition, please attach copies of the security registration documents, where appropriate.
- **Paragraph D** applies to *inventory claims of farmers, fishermen and aquaculturists*. Please note that such claims apply only to inventory supplied from farmers, fishermen and aquaculturists within 15 (fifteen) days of the date of bankruptcy. In addition, please attach copies of any applicable sales agreements and delivery slips.
- **Paragraph E** applies to *claims by wage earners*. Please note that such claims apply only for unpaid wages owed upon the bankruptcy of an employer or when the employer becomes subject to a receivership.
- **Paragraph F** applies to *claims by employees for unpaid amounts regarding pension plans*. Please note that such claims apply only to unremitted pension contributions outstanding when the sponsoring employer becomes bankrupt or is subject to a receivership.
- **Paragraph G** applies to *claims against directors*. Please note that such claims apply only to directors of corporations that have filed a commercial proposal to creditors that includes a compromise of statutory claims against directors.
- **Paragraph H** applies to *claims of customers of a bankrupt securities firm*. Please ensure that the claim of the customer is for net equity and, if so, include the full particulars of the claim, including the calculations upon which the claim is based.

Paragraph 5

- All claimants must indicate whether or not they are related to the debtor, as defined in Section 4 of the Act, or dealt with the debtor in a non-arm's-length manner.

Paragraph 6

- All claimants must attach a detailed list of all payments or credits received or granted, as follows:
 - a) Within the three (3) months preceding the initial bankruptcy event (including the bankruptcy or the proposal), in the case where the claimant and the debtor are not related;
 - b) Within the twelve (12) months preceding the initial bankruptcy event (including the bankruptcy or the proposal), in the case where the claimant and the debtor were not dealing at arm's length.

APPOINTING PROXY

Note: The Act permits a proof of claim to be made by a duly authorized representative of a creditor but, in the absence of a properly executed proxy, does not give such an individual the power to vote at the first meeting of creditors nor to act as the proxyholder of the creditors.

General

- In order for duly authorized persons to have a right to vote, they must themselves be creditors or be the holders of a properly executed proxy. The name of the creditor must appear in the proxy.

Notes:

- A creditor may vote either in person or by proxyholder.
- A proxy may be filed at any time prior to a vote at a meeting of creditors.
- A proxy can be filed with the trustee in person, by mail or by any form of telecommunication.
- A proxy does not have to be under the seal of a corporation unless required by its incorporating documents or its bylaws.
- The individual designated in a proxy cannot be substituted unless the proxy provides for a power of substitution.
- Bankrupts/debtors may not be appointed as proxyholders to vote at any meeting of their creditors.
- The trustee may be appointed as a proxyholder for any creditor.
- A corporation cannot be designated as a proxyholder.