



## Notice of Meeting

**Pacific HVAC Engineering Pty Ltd (Administrators Appointed)**  
**ACN 087 430 715**  
**(Pacific HVAC)**

### **NOTICE OF MEETING OF CREDITORS OF COMPANY UNDER EXTERNAL ADMINISTRATION**

1. Notice is now given that a meeting of the creditors of Pacific HVAC will be held at Citadines, 131-135 Bourke Street, Melbourne, VIC, 3000 on 7 August 2019 at 11:00am (AEST) with conferencing facilities available at:
  - Level 17, AIG Building, 41 Shortland Street, Auckland 1010, New Zealand.
2. The purpose of the meeting is to determine:
  - (a) whether to appoint a committee of inspection and if so, who are to be the committee's members; and
  - (b) creditors may remove the Administrators from office by resolution and appoint someone else as Administrator of Pacific HVAC.
3. The effect of Insolvency Practice Rules (Corporations) section 75-85 (entitlement to vote as creditor at meetings of creditors) is:
  - (1) A person other than a creditor (or the creditor's proxy or attorney) is not entitled to vote at a meeting of creditors.
  - (2) Subject to subsections (3), (4) and (5), each creditor is entitled to vote and has one vote.
  - (3) A person is not entitled to vote as a creditor at a meeting of creditors unless:
    - (a) his or her debt or claim has been admitted wholly or in part by the external administrator; or
    - (b) he or she has lodged, with the person presiding at the meeting, or with the person named in the notice convening the meeting as the person who may receive particulars of the debt or claim:
      - (i) those particulars; or
      - (ii) if required—a formal proof of the debt or claim.
  - (4) A creditor must not vote in respect of:
    - (a) an unliquidated debt; or
    - (b) a contingent debt; or
    - (c) an unliquidated or a contingent claim; or
    - (d) a debt the value of which is not established;unless a just estimate of its value has been made.
4. Proofs of debt and proxies must be submitted by 4:00pm on Monday 5 August 2019.
5. Should a person, or the proxy or attorney of a person, wish to participate in the meeting using electronic facilities, please contact to obtain the details not later than 4:00 PM on Monday 5 August 2019.

***Please note that those attending by telephone, will not be able to verbally contribute or vote at the meeting unless they submit a proxy for a person physically attending the meeting.***



*Dated: 30 July 2019*

Rob Smith  
*Joint and Several Voluntary Administrator*

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