



McGrathNicol

28 June 2019

**McGrathNicol
Partnership**

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mcgrathnicol.com

And Chill Pty Ltd (Administrators Appointed)

ACN 611 286 358 (AC)

And Chill Property Management Pty Ltd (Administrators Appointed)

ACN 617 365 456 (ACPM)

(Together known as, And Chill or the Companies)

Circular to short term booking holders, property owners and cleaners

Overview

Kathy Sozou and I were appointed Joint and Several Voluntary Administrators of AC and ACPM at 9.00am (Sydney time) on 28 June 2019.

The Administrators have assumed control of the Companies' affairs and have ceased trading the business effective immediately due to insufficient funds.

Please note, we have not been appointed over Swiftly Property Services Pty Ltd, And Chill Home Styling Pty Ltd and And Chill Home Cleaning Pty Ltd. These entities remain in the control of its Director and not subject to any form of external administration.

Sale of business and assets

The Administrators are offering the Companies' business and assets for urgent sale with a view to transact in the coming days.

We have engaged MC Rent Roll Broking to act on our behalf in respect of the sale. Interested parties should contact Matt Ciallella via email (matt@mcrentrollbroking.com.au).

Operations

The Administrators are no longer managing any properties, do not accept any responsibilities or obligations to any third party, and do not personally adopt any agreements whatsoever.

Any claims against the Companies can be lodged with this office via completing a Formal Proof of Debt.

1 Property owners

Property owners should take all action necessary to ensure their properties are secure including liaising with any tenants currently residing there. As you may appreciate and given our very recent appointment, we may only have limited information in relation to any current tenancies, we will however endeavour to assist with queries to the extent possible.

If we are successful in selling the business, you will be contacted to discuss possible arrangements with the purchaser.

Circular to Booking Holders and Home Owners and Cleaners

In association
with



Liability limited by a scheme approved
under Professional Standards Legislation

**ADVISORY
RESTRUCTURING**



2 Booking holders

The Administrators regret to advise that we are unable to assist tenants with ongoing occupancy issues. Property owners (or potentially the prospective buyer of the Companies' business and / or assets) may make contact with you shortly to organise ongoing arrangements.

3 Cleaners

Unless specifically instructed by us in writing, cleaners should cease further activity on behalf of the Companies.

Cleaners holding keys on behalf of Property Owners are requested to immediately contact Conor Menzies (details below) to make arrangements for the return of keys for collection by Property Owners.

Other matters and contact details

Details of the meeting of creditors will be provided to creditors separately.

A copy of the "Insolvency information for directors, employees, creditors and shareholders" information sheet issued by the Australian Securities and Investments Commission (**ASIC**) is also enclosed for your information.

Any enquiries should be directed to Conor Menzies of this office via email (andchill@mcgrathnicol.com).

Further, information will be uploaded to the McGrathNicol website (www.mcgrathnicol.com) as it becomes available.

Yours faithfully

Barry Kogan
Joint and Several Voluntary Administrator

Enclosure(s):

ASIC "Insolvency information for directors, employees, creditors and shareholders" Information Sheet



ASIC

Australian Securities & Investments Commission

Insolvency information for directors, employees, creditors and shareholders

ASIC has 11 insolvency information sheets to assist you if you're affected by a company's insolvency and have little or no knowledge of what's involved.

These plain language information sheets give directors, employees, creditors and shareholders a basic understanding of the three most common company insolvency procedures—liquidation, voluntary administration and receivership. There is an information sheet on the independence of external administrators and one that explains the process for approving the fees of external administrators. A glossary of commonly used insolvency terms is also provided.

The Insolvency Practitioners Association (IPA), the leading professional organisation in Australia for insolvency practitioners, endorses these publications and encourages its members to make their availability known to affected people.

List of information sheets

- INFO 41 *Insolvency: a glossary of terms*
- INFO 74 *Voluntary administration: a guide for creditors*
- INFO 75 *Voluntary administration: a guide for employees*
- INFO 45 *Liquidation: a guide for creditors*
- INFO 46 *Liquidation: a guide for employees*
- INFO 54 *Receivership: a guide for creditors*
- INFO 55 *Receivership: a guide for employees*
- INFO 43 *Insolvency: a guide for shareholders*
- INFO 42 *Insolvency: a guide for directors*
- INFO 84 *Independence of external administrators: a guide for creditors*
- INFO 85 *Approving fees: a guide for creditors*

Getting copies of the information sheets

To get copies of the information sheets, visit ASIC's website at www.asic.gov.au/insolvencyinfosheets. The information sheets are also available from the IPA website at www.ipaa.com.au. The IPA website also contains the IPA's Code of Professional Practice for Insolvency Professionals, which applies to IPA members.

Important note: The information sheets contain a summary of basic information on the topic. It is not a substitute for legal advice. Some provisions of the law referred to may have important exceptions or qualifications. These documents may not contain all of the information about the law or the exceptions and qualifications that are relevant to your circumstances. You will need a qualified professional adviser to take into account your particular circumstances and to tell you how the law applies to you.