

3 May 2024

**INITIAL INFORMATION FOR CREDITORS
OF
BONZA AVIATION PTY LTD
(ADMINISTRATORS APPOINTED)
A.C.N. 653 309 909
("the Company")**

Richard Albarran, Kathleen Vouris, Brent Kijurina and Cameron Shaw were appointed Administrators of the Company on 30 April 2024 pursuant to Section 436A of the *Corporations Act 2001* ("the Act") by a resolution of the directors of the Company.

1. Independence

In accordance with Section 436DA of the Act, a copy of the Administrators' Declaration of Independence, Relevant Relationships and Indemnities ("DIRRI") with respect to this appointment is attached to this report for creditors' review. We note that the DIRRI has also been lodged with the Australian Securities and Investments Commission ("ASIC") as required by the Act.

Based on the details set out in the DIRRI, there are no conflicts of interest or relationships that affect the independence of the Administrators. A copy of the DIRRI will be tabled at the forthcoming meeting of creditors.

2. Voluntary Administration

The purpose of the appointment of an Administrator is to allow for an independent insolvency practitioner to take control of and investigate the financial affairs of an insolvent company or a company that is likely to become insolvent.

The effect of our appointment as Administrators of the Company is that the liabilities and obligations to creditors in general as at 30 April 2024 are now frozen. We have convened a first meeting of creditors to be held on 10 May 2024 at 11:00AM (AEST) as discussed further below.

During the period of the administration, we will prepare a report to creditors detailing our investigations into the Company's business, property, affairs and financial circumstances as well as provide our opinion on the future of the Company with respect to the best interests of creditors.

Creditors will receive this report prior to a second meeting of creditors that will be held in approximately four (4) to six (6) weeks from the date of our appointment. At this second meeting of creditors, creditors will have an opportunity to vote on the future of the Company, that is, by resolving that:

- The Company execute a Deed of Company Arrangement (being a binding arrangement that usually provides for a better return to unsecured creditors than a liquidation); or
- The Administration should end; or
- The Company be wound up (or liquidated).

ADELAIDE Level 9 50 Pirie Street Adelaide SA 5000 +61 8 7093 8283	BRISBANE Level 4 240 Queen Street Brisbane QLD 4000 +61 7 2111 7000	DARWIN Level 1 48-50 Smith Street Darwin NT 0800 +61 8 8943 0645	MELBOURNE Level 14 440 Collins Street Melbourne VIC 3000 +61 3 9820 6400	PERTH Level 11 77 St Georges Tce Perth WA 6000 +61 8 6557 6200	SYDNEY Level 40 2 Park Street Sydney NSW 2000 +61 2 9263 2600
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3. Events Leading to Appointment and Ongoing Trade of the Business

Events Leading to Appointment

On 29 April 2024, at 11.51pm AEST, the Lessors of the Aircraft leased to the Company issued notices to the Company terminating their leases in place for the aircraft.

Amongst various other requirements, these notices required the Company to immediately cease to operate the Aircraft and keep the Aircraft grounded and safely secured.

Whilst these notices were preceded by Event of Default Notices issued on 17 April 2024, the Directors of the Company have advised the action taken by the Lessors was not foreshadowed or expected.

As a result, the Company's board met on the morning of Tuesday 30 April 2024 and resolved to appoint Richard Albarran, Kathleen Vouris, Brent Kijurina, and Cameron Shaw as Administrators of the Company.

Ongoing Trade of the Business

Following the appointment, the Administrators have been in constant discussions and meetings with the Company's management team and key employees to understand the trading operation and cashflow requirements of various scenarios.

The Administrators have also been in meetings and discussions with key industry participants within Australia and overseas with regard to the current status, and a way forward for the Company and its operations.

The largest consideration for these parties is the current status of the Aircraft, which currently remains grounded. The Administrators have had a number of discussions with the Lessors.

As a result, the fleet has been grounded and the grounding will continue until at least Tuesday, 7 May 2024.

Customers with bookings during this period are advised not to travel to the airport unless they have alternative travel arrangements.

Meetings between the Administrators, the interested parties and the Lessors have been continuing daily.

During this time, whilst the Aircraft remain grounded, and there is insufficient cashflow and funding, the Administrators are unable to recommence full operations.

The Administrators had no alternative but to stand down the majority of the employees of the Company, pending the outcome of these above ongoing discussions. Some employees will continue to assist the Administrators with their efforts.

The Administrators appreciate this is not the news that the employees, customers, and other key stakeholders would like to hear however there is no alternative course of action available to the Administrators at this point in time.

The Administrators will continue to work on the above meetings and endeavour to find the best possible solution for all stakeholders.

The Administrators have and will continue to liaise with government bodies in respect to the above.

Financial Position of the Company

There have been a number of requests for details regarding the financial position of the Company. This information remains commercially sensitive, and subject to ongoing investigation, and cannot be made public at this point.

Future Actions

The discussions regarding ongoing trading are occurring over the forthcoming days and the Administrators will be in a position to update all stakeholders as the matter progresses.

Creditors are requested to close off the existing account of the Company in respect of goods and services supplied up to 30 April 2024. Creditors are also required to notify our office immediately, by telephone or email, of the existence of any PPSR related security interests registered over any stock, plant, property or equipment held by the Company.

Supplies of goods and services may be requested from you, and you are advised that in accordance with Section 443A of the Act, the Administrators are liable for debts incurred in continuing to trade the Company. Therefore, any purchase order appropriately authorised by ourselves or our staff, will be paid for by our office. An order will be appropriately authorised if it is received by you under cover of our letterhead and contains an authorised signatory (as detailed in the attached list of authorised signatories). This office will then make arrangements to pay for the goods on the terms arranged with each supplier. We suggest that you open a new account styled "Bonza Aviation Pty Ltd (Administrators Appointed)" for ease in accounting for any future orders.

The Directors and staff of the Company have been instructed that they are not permitted to order goods or services. The only persons permitted to transact or deal on behalf of the Company are the staff of our office who have been authorised in writing to do so.

Any contractor requested to undertake work on behalf of the Company must have in place their own workers compensation insurance and an appropriate Workplace Health & Safety Management System to comply with Workplace Health & Safety law.

4. Your rights as a Creditor

Attached is an information sheet prepared by the Australian Restructuring Insolvency & Turnaround Association ("ARITA") setting out your rights as a creditor of the Company.

Should you require any specific information or a report from the Administrators, please submit these requests to our office via email to the appropriate email address outlined at section 9.

5. First Meeting of Creditors

In accordance with Section 436E of the Act, the Administrators must convene a meeting of the Company's creditors to be held within eight (8) business days after the Administration begins. At this meeting, we will provide creditors with an update on the progress of the administration.

The details of the first meeting of creditors are as follows:

First Meeting	Details
Date	Friday, 10 May 2024
Meeting Time	11:00 AM (AEST)
Meeting Location	Virtual Meeting Technology: The meeting will be held via virtual meeting technology. Please review the following website for details of the link to attend the meeting:- <ul style="list-style-type: none">• https://www.hallchadwick.com.au/bonza-aviation-pty-ltd-administrators-appointed/ Creditors need to appreciate this link may not be live until next week
	Physical Address: The meeting will also be held at Sheraton Grand Sydney, Hyde Park Hyde Park Room, 161 Elizabeth Street, Sydney, NSW 2000.
	Given limited space is available, creditors are encouraged to attend virtually.

Creditors who wish to attend must complete and submit to our office an Appointment of Proxy and a Formal Proof of Debt (Form 535) forty-eight (48) hours before the appointed time for the meeting.

Creditors may wish to appoint a Committee of Inspection to advise and assist the Administrators. Although the Administrators welcome and will consider any directions from the Committee of Inspection, we note that the Administrators are not required to comply with such directions. Attached for creditors' information is a copy of ARITA's Committees of Inspection information sheet.

6. Administrators' Remuneration

Attached to this report is our Initial Remuneration Notice prepared in accordance with the Act and the guidelines recommended by the ARITA Code of Professional Practice.

This initial advice provides creditors with further information on the:

- Basis for the calculation of the Administrators' remuneration;
- Summary of the rates of the Administrators' disbursements;
- Hourly charge rates for the Partners and staff of Hall Chadwick; and
- Estimate of the cost of this administration.

7. Support for Customers

The Administrators have established a hotline for customers for any queries they may have, customers may call **03 8678 1600**. The Administrators have personnel available to discuss the Administration, continued operations and assist with queries.

Refunds

The Administrators confirm that the processing or issuing of refunds from the Company cannot occur at this time. Customers who have had their flights cancelled should contact their financial institution to discuss available options. Customers may also wish to liaise with any insurance providers, in the event they have travel insurance for the bookings.

8. Stranded Passengers

The Government has established a hotline for **stranded passengers**, this number is **1800 069 244**.

9. Email contacts for each class of Stakeholder

- bonzaemployees@hallchadwick.com.au
- bonzacreditors@hallchadwick.com.au
- bonzasuppliers@hallchadwick.com.au
- bonzalessors@hallchadwick.com.au
- bonzacustomers@hallchadwick.com.au

10. Attachments

Enclosed are the following:

1. Declaration of Independence, Relevant Relationships and Indemnities;
2. List of authorised signatories;
3. ARITA Information Sheet: Creditor Rights in Voluntary Administrations;
4. ARITA Information Sheet: Committees of Inspection;
5. Notice of Meeting;
6. Proxy Form;
7. Proof of Debt Form; and
8. Initial Remuneration Notice.

In addition to the attachments to this report, further information is available from ARITA to assist creditors with understanding voluntary administrations and insolvency. This information is available from ARITA's website at www.arita.com.au/creditors.

ASIC also provides information sheets on a range of insolvency topics. These information sheets can be accessed on ASIC's website at www.asic.gov.au (search "insolvency information sheets").

If you have any queries or require further information, please contact this office via the appropriate communication channel as detailed above.

Yours faithfully,



RICHARD ALBARRAN
ADMINISTRATOR

Declaration of Independence, Relevant Relationships and Indemnities

**Bonza Aviation Pty. Ltd.
(Administrators Appointed)
A.C.N. 653 309 909
("the Company")**

The purpose of this document ("DIRRI") is to assist creditors with understanding any relevant relationships that we have with parties who are closely connected to the Company and any indemnities or upfront payments that have been provided to us. None of the relationships disclosed in this DIRRI are such that our independence is affected.

The information is provided so you have trust and confidence in our independence and, if not, you can ask for further explanation or information and can act to remove and replace us if you wish.

This declaration is made in respect of ourselves, our partners, Hall Chadwick, Hall Chadwick Melbourne, Hall Chadwick (Philippines) Inc Hall Chadwick (Singapore) and the independent firms of Hall Chadwick Qld, Hall Chadwick WA and Hall Chadwick NZ

A. Independence

We, Richard Albarran, Kathleen Vouris, Brent Kijurina, and Cameron Shaw of Hall Chadwick, have undertaken a proper assessment of the risks to our independence prior to accepting the appointment as Administrators of the Company in accordance with the law and applicable professional standards. This assessment identified no real or potential risks to our independence. We are not aware of any reasons that would prevent us from accepting this appointment.

B. Circumstances of Appointment

How was the appointment referred to us

On 9 November 2023 Mr. Cameron Shaw of Hall Chadwick was introduced to Manish Raniga, an adviser to the Company, by Jeff Chatfield, an associate in the aviation industry, to discuss potential engagements, as outlined below.

We believe that this referral does not result in a conflict of interest or duty because:

- Referrals from solicitors, business advisors, accountants and/or other professionals are commonplace and do not impact on our independence in carrying out our duties as Administrators;
- There is no expectation, agreement or understanding between us and the Referrer regarding our conduct or approach towards this and any future referrals and we are free to act independently and in accordance with the laws and the requirements of the Australian Restructuring Insolvency and Turnaround Association's ("ARITA") Code of Professional Practice;
- There is no understanding that any matters in respect to this appointment will be referred to the Referrer; and
- We have provided no other information or advice to the Company, the Directors, the Referrer or the Company's advisors prior to our appointment beyond that outlined in this DIRRI;

Dealings/interactions with the Company, Directors and/or others before the appointment

The following meetings, telephone conversations and email exchanges took place prior to our appointment as the Administrators of the Company:

- Mr. Shaw had a call with Mr Raniga on 10 November 2023.
- On 20 November 2023 Mr. Richard Albarran and Mr. Jovan Singh of Hall Chadwick had a meeting with Mr. Raniga.
- During November 2023, January 2024 and April 2024, Mr. Singh had nine (9) calls with Mr. Raniga, of which Mr. Drew Townsend of Hall Chadwick, attended one (1).
- During this time Mr. Singh also exchanged numerous emails with Mr Raniga.

The above meetings, telephone conversations and email exchanges were for the purposes of discussing and understanding the following:

- Background, nature and business of the Company;
- Discuss a potential engagement of Hall Chadwick as advisers to review the financial position of the Company;
- Discuss a potential engagement of Hall Chadwick as consultants to assist with an investment and/or acquisition proposal for the Company.

At no point during the above calls or emails were any of the above engagements entered into.

We received no remuneration for these meetings, telephone conversations and email exchanges.

On Monday 30 April 2024, Mr Raniga contacted Mr Singh in relation to the appointment of Administrators to the Company.

In our opinion, these meetings, telephone conversations and email exchanges do not affect our independence for the following reasons:

- Neither our firm, Hall Chadwick and the national independent firms, nor our staff have had a prior relationship with the Company or its associates that would preclude us from acting as Administrators of the Company;
- The Courts and the ARITA Code of Professional Practice specifically recognise the need for practitioners to provide advice on the insolvency process and the options available and do not consider that such advice results in a conflict or is an impediment to accepting the appointment;
- The pre-appointment advice will not influence our ability to be able to fully comply with the statutory and fiduciary obligations associated with the Administration of the Company in an objective and impartial manner; and
- The nature of advice provided to the Company is such that it would not be subject to review and challenge during the course of the appointment.

We have provided no other information or advice to the Company, the Directors or the Referrer prior to our appointment beyond that outlined in this DIRRI.

C. Declaration of Relationships

Prior Professional Services to the Company

Neither we, nor our firm, have provided any professional services to the Company in the previous twenty four (24) months.

Relevant Relationships (excluding Professional Services to the Company)

Neither we, nor our firm, have, or have had within the preceding twenty four (24) months, any relationships with the Company, an associate of the Company, a former insolvency practitioner appointed to the Company or any person or entity that is entitled to enforce a security interest in the whole or substantially the whole of the Company's property.

Group Appointments

Concurrently, we were also appointed to the following entities:

Name	Nature of Relationship	Reasons why no conflict of interest or duty
777 Oz Holdco Pty Ltd (Administrators Appointed) ("777 Oz")	Related entity via: <ul style="list-style-type: none">• Common directorship; and• Holding/Subsidiary relationship.	I believe that this relationship does not result in a conflict of interest or duty because: <ul style="list-style-type: none">• The Company is a subsidiary of 777 Oz.• The nature of the relationship means that the appointments can be conducted more efficiently by the same appointees.• At the time of our appointment, we were not aware of any conflicts of interest between the Company and 777 Oz. Should such a conflict arise, we will inform creditors and take appropriate actions to resolve the conflict.
Ops In A Box Pty Ltd (Administrators Appointed) ("Ops")	Related entity via: <ul style="list-style-type: none">• Common directorship:<ul style="list-style-type: none">- Steven William Pasko- Adam Randall Weiss	I believe that this relationship does not result in a conflict of interest or duty because: <ul style="list-style-type: none">• The Company and Ops are related parties with the same shareholder.• The nature of the relationship means that the appointments can be conducted more efficiently by the same appointee.• At the time of our appointment we were not aware of any conflicts of interest between the Company and Ops. Should such a conflict arise, we will inform creditors and take appropriate actions to resolve the conflict.

No Other Relevant Relationships to Disclose

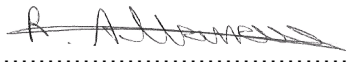
There are no other known relevant relationships, including personal, business and professional relationships, from the previous twenty four (24) months with the Company, an associate of the Company, a former insolvency practitioner appointed to the Company, or any person or entity that is entitled to enforce a security interest in the whole or substantially the whole of the Company's property that should be disclosed.

D. Indemnities and Upfront Payments

We have not been indemnified in relation to this Voluntary Administration, other than any indemnities that we may be entitled to under statute and we have not received any upfront payments in respect of our remuneration or disbursements.

Dated: 3 May 2024.


.....
KATHLEEN VOURIS
ADMINISTRATOR


.....
RICHARD ALBARRAN
ADMINISTRATOR


.....
BRENT KIURINA
ADMINISTRATOR


.....
CAMERON SHAW
ADMINISTRATOR

Note:

The assessment of independence has been made based on the evaluation of the significance of any threats to independence and in accordance with the requirements of the relevant legislation and professional standards.

If circumstances change, or new information is identified, I am required under the Corporations Act 2001, APES 330 Insolvency Services and if relevant, ARITA's Code of Professional Practice, to update this DIRRI and provide a copy to creditors with my next communication. This DIRRI and any updated versions are also required to be lodged with ASIC where applicable.

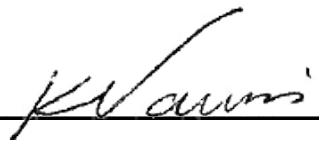
LIST OF AUTHORISED SIGNATORIES



**Richard Albarran
ADMINISTRATOR**



**Brent Kijurina
ADMINISTRATOR**



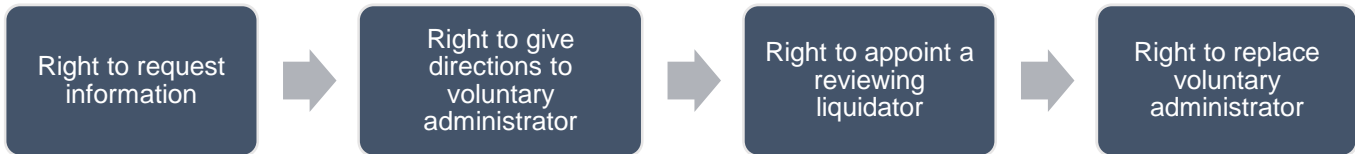
**Kathleen Vouris
ADMINISTRATOR**



**Cameron Shaw
ADMINISTRATOR**

Creditor Rights in Voluntary Administrations

As a creditor, you have rights to request meetings and information or take certain actions:



Right to request information

Information is communicated to creditors in a voluntary administration through reports and meetings.

In a voluntary administration, two meetings of creditors are automatically held. You should expect to receive reports and notice of these meetings:

- The first meeting is held within 8 business days of the voluntary administrator's appointment. A notice of meeting and other information for this meeting will be issued to all known creditors.
- The second, or decision, meeting is usually held within 6 weeks of the appointment, unless an extension is granted. At this meeting, creditors will get to make a decision about the company's future. Prior to this meeting the voluntary administrator will provide creditors with a notice of the meeting and a detailed report to assist in making your decision.

Important information will be communicated to creditors prior to and during these meetings. Creditors are unable to request additional meetings in a voluntary administration.

Creditors have the right to request information at any time. A voluntary administrator must provide a creditor with the requested information if their request is 'reasonable', the information is relevant to the voluntary administration, and the provision of the information would not cause the voluntary administrator to breach their duties.

A voluntary administrator must provide this information to a creditor within 5 business days of receiving the request, unless a longer period is agreed. If, due to the nature of the information requested, the voluntary administrator requires more time to comply with the request, they can extend the period by notifying the creditor in writing.

Requests must be reasonable.

They are not reasonable if:

- (a) complying with the request would prejudice the interests of one or more creditors or a third party
- (b) the information requested would be privileged from production in legal proceedings
- (c) disclosure would found an action for breach of confidence
- (d) there is not sufficient available property to comply with the request
- (e) the information has already been provided
- (f) the information is required to be provided under law within 20 business days of the request
- (g) the request is vexatious

If a request is not reasonable due to (d), (e) or (f) above, the voluntary administrator must comply if the creditor meets the cost of complying with the request.

Otherwise, a voluntary administrator must inform a creditor if their information request is not reasonable and the reason why.

Right to give directions to voluntary administrator

Creditors, by resolution, may give a voluntary administrator directions in relation to a voluntary administration. A voluntary administrator must have regard to these directions, but they are not required to comply with the directions.

If a voluntary administrator chooses not to comply with a direction given by a resolution of the creditors, they must document their reasons for not complying.

An individual creditor cannot provide a direction to a voluntary administrator.

Right to appoint a reviewing liquidator

Creditors, by resolution, may appoint a reviewing liquidator to review a voluntary administrator's remuneration or a cost or expense incurred in a voluntary administration. The review is limited to:

- remuneration approved within the six months prior to the appointment of the reviewing liquidator, and
- expenses incurred in the 12 months prior to the appointment of the reviewing liquidator.

The cost of the reviewing liquidator is paid from the assets of the voluntary administration, in priority to creditor claims.

An individual creditor can appoint a reviewing liquidator with the voluntary administrator's consent, however the cost of this reviewing liquidator must be met personally by the creditor making the appointment.

Right to replace voluntary administrator

At the first meeting, creditors have the right to remove a voluntary administrator and appoint another registered liquidator to act as voluntary administrator.

A creditor must ensure that they have a consent from another registered liquidator prior to the first meeting if they wish to seek the removal and replacement of a voluntary administrator.

Creditors also have the opportunity to replace a voluntary administrator at the second meeting of creditors:

- If creditors vote to accept a proposed deed of company arrangement, they can appoint a different registered liquidator as the deed administrator.
- If creditors vote to place the company into liquidation, they can appoint a different registered liquidator as the liquidator.

It is however usual for the voluntary administrator to act as deed administrator or liquidator. It would be expected that additional costs would be incurred by an alternate deed administrator or liquidator to gain the level of knowledge of the voluntary administrator.

Like with the first meeting, a creditor must ensure that they have a consent from another registered liquidator prior to the second meeting if they wish to seek to appoint an alternative registered liquidator as deed administrator or liquidator.

**For more information, go to www.arita.com.au/creditors.
Specific queries about the voluntary administration should be directed to the voluntary administrator's office.**

Information Sheet: Committees of Inspection

You have been elected to be, or are considering standing for the role of, a member of a Committee of Inspection (COI) in either a liquidation, voluntary administration or deed of company arrangement of a company (collectively referred to as an external administration).

This information sheet is to assist you with understanding your rights and responsibilities as a member of a COI.

What is a COI?

A COI is a small group of creditors elected to represent the interests of creditors in the external administration. The COI advises and assists the external administrator and also has the power to approve and request certain things – this is discussed in more detail below.

Membership of the COI is a voluntary, unpaid position.

Who can be elected to a COI?

To be eligible to be appointed as a member of a COI, a person must be:

- A creditor
- A person holding the power of attorney of a creditor
- A person authorised in writing by a creditor; or
- A representative of the Commonwealth where a claim for financial assistance has, or is likely to be, made in relation to unpaid employee entitlements.

If a member of the COI is a company, it can be represented by an individual authorised in writing to act on that creditor's behalf. It also allows the creditor to maintain its representation if a change in the individual is required

A COI usually has between 5 and 7 members, though it can have more, or less, depending on the size of the external administration.

A member of a COI can be appointed by:

- resolution at a meeting of creditors
- an employee or a group of employees owed at least 50% of the entitlements owed to employees of the company
- a large creditor or group of creditors that are owed at least 10% of the value of the creditors' claims,

If an employee or group of employees, or a large creditor or group of creditors, appoints a member to the COI, they cannot vote on the general resolution of creditors to appoint members to the COI. Each of these groups also have the power to remove their appointed member of the COI and appoint someone else.

If you are absent from 5 consecutive meetings of the COI without leave of the COI or you become an insolvent under administration, you are removed from the COI.

What are the roles and powers of a COI?

A COI has the following roles:

- to advise and assist the liquidator, voluntary administrator or deed administrator (collectively referred to as the external administrator)
- to give directions to the external administrator
- to monitor the conduct of the external administration.

In respect of directions, the external administrator is only required to have regard to those directions. If there is a conflict between the directions of the COI and the creditors, the directions of the creditors prevail. If the external administrator chooses not to comply with the directions of the COI, the external administrator must document why.

A COI also has the power to:

- approve remuneration of the external administrator after the external administrator has provided the COI with a Remuneration Approval Report (a detailed report setting out the remuneration for undertaking the external administration)
- approve the use of some of the external administrator's powers in a liquidation (compromise of debts over \$100,000 and entering into contracts over 3 months)
- require the external administrator to convene a meeting of the company's creditors
- request information from the external administrator
- approve the destruction of the books and records of the external administration on the conclusion of the external administration
- with the approval of the external administrator, obtain specialist advice or assistance in relation to the conduct of the external administration
- apply to the Court for the Court to enquire into the external administration.

An external administrator is not required to convene a meeting of creditors if the request by the COI is unreasonable, or provide requested information if the request is unreasonable, not relevant to the administration or would cause the external administrator to breach their duties.

A request to convene a meeting of creditors is unreasonable if:

- it would substantially prejudice the interests of a creditor or third party
- there are insufficient funds in the external administration to cover the cost of the request
- a meeting of creditors dealing with the same matters has already been held or will be held within 15 business days, or
- the request is vexatious.

If a request for a meeting is reasonable, the external administrator must hold a meeting of creditors as soon as reasonably practicable.

A request for information is unreasonable if:

- it would substantially prejudice the interests of a creditor or third party
- the information would be subject to legal professional privilege
- disclosure of the information would be a breach of confidence
- there are insufficient funds in the external administration to cover the cost of the request
- the information has been provided or is required to be provided within 20 business days, or
- the request is vexatious.

If the request for information is not unreasonable, the external administrator must provide the requested information within 5 business days, but the law provides for further time in certain circumstances.

An external administrator must inform the COI if their meeting or information request is not reasonable and the reason why.

How does the COI exercise its powers?

A COI exercises its powers by passing resolutions at meetings of the COI. To pass a resolution, a meeting must be convened and a majority of the members of the COI must be in attendance.

A meeting is convened by the external administrator by giving notice of the meeting to the members of the COI. Meetings of the COI can be convened at short notice. The external administrator must keep minutes of the meeting and lodge them with ASIC within one month of the end of the meeting.

ASIC is entitled to attend any meeting of a COI.

What restrictions are there on COI members?

A member of a COI must not directly or indirectly derive any profit or advantage from the external administration. This includes by purchasing assets of the company or by entering into a transaction with the company or a creditor of the company. This prohibition extends to related entities of the member of the COI and a large creditor(s) that appoints a member to the COI.

Creditors, by resolution at a meeting of creditors, can resolve to allow the transaction. The member of the COI or the large creditor(s) that appoints a member to the COI is not allowed to vote on the resolution.

Where can you get more information?

The Australian Restructuring Insolvency and Turnaround Association (ARITA) provides information to assist creditors with understanding external administrations and insolvency. This information is available from ARITA's website at www.arita.com.au/creditors.

ASIC provides information sheets on a range of insolvency topics. These information sheets can be accessed on ASIC's website at www.asic.gov.au (search "insolvency information sheets").

**For more information, go to www.arita.com.au/creditors.
Specific queries about the liquidation should be directed to the liquidator's office.**

**NOTICE OF FIRST MEETING OF CREDITORS
OF COMPANY UNDER ADMINISTRATION**

**BONZA AVIATION PTY LTD
(ADMINISTRATORS APPOINTED)
A.C.N. 653 309 909
("the Company")**

1. On 30 April 2024 the Directors of the Company appointed Richard Albarran, Kathleen Vouris, Brent Kijurina, and Cameron Shaw of Hall Chadwick Chartered Accountants as Administrators in accordance with Section 436A of the *Corporations Act 2001* ("the Act").
2. Notice is now given that a virtual meeting of the creditors of the Company will be held at the Sheraton Grand Sydney, Hyde Park, Hyde Park Room, 161 Elizabeth Street, Sydney, NSW 2000 and via virtual meeting technology on **Friday, 10 May 2024 at 11:00AM (AEST)**.
3. The purpose of the meeting is to determine whether to:
 - (a) appoint a Committee of Inspection and if so, who are to be the committee members and that a member of the Committee of Inspection may directly or indirectly derive a profit or advantage from the external administration of the Company; and
 - (b) remove the Administrators from office and appoint someone else as Administrators of the Company.

Dated this 3rd day of May 2024.



**RICHARD ALBARRAN
ADMINISTRATOR**

Creditors wishing to attend the meeting must complete the attached proxy form and return it to our office before the meeting. To assist with the smooth running of the meeting we request that all proxies be received by our office forty eight (48) hours before the appointed time for the meeting.

Virtual Meeting Technology (Videoconference Facilities)

Creditors wishing to participate in the meeting by videoconference are advised to contact this office via email at bonzacreditors@hallchadwick.com.au in order to obtain the relevant details to attend at the meeting.

Sufficient information (above) has been given to persons who are entitled to attend the meeting to participate in the meeting by means of the Virtual Meeting Technology.

Creditors Please Note

The effect of IPR 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.

(5) A creditor must not vote in respect of a debt or a claim on or secured by a bill of exchange, a promissory note or any other negotiable instrument or security held by the creditor unless he or she is willing to do the following:

- (a) treat the liability to him or her on the instrument or security of a person covered by subsection (6) as a security in his or her hands;
- (b) estimate its value;
- (c) for the purposes of voting (but not for the purposes of dividend), to deduct it from his or her debt or claim.

(6) A person is covered by this subsection if:

- (a) the person's liability is a debt or a claim on, or secured by, a bill of exchange, a promissory note or any other negotiable instrument or security held by the creditor; and
- (b) the person is either liable to the company directly, or may be liable to the company on the default of another person with respect to the liability; and
- (c) the person is not an insolvent under administration or a person against whom a winding up order is in force.

In addition, pursuant to IPR Section 75-25, if a creditor wishes to be represented at the meeting by an attorney, the creditor must arrange for the power of attorney to be produced to the external administrator at or before the meeting.

Corporations Act 2001

Insolvency Practice Rules 75-25

**BONZA AVIATION PTY LTD
(ADMINISTRATORS APPOINTED)
A.C.N. 653 309 909
("the Company")**

APPOINTMENT OF PROXY

*I/*We.....(if a firm, strike out "I" and set out the full name of the firm) of.....(address), a *creditor/*contributory/*debenture holder/*member of Bonza Aviation Pty Ltd (Administrators Appointed), appoint.....(name, address and description of the person appointed) or in his or her absence.....as*my/*our *general/*special proxy to vote at the meeting of creditors to be held at the Sheraton Grand Sydney, Hyde Park, Hyde Park Room, 161 Elizabeth Street, Sydney, NSW 2000 and via videoconference on **10 May 2024 at 11:00 AM (AEST)**, or at any adjournment of that meeting.

If a creditor is appointing a special proxy, please indicate whether your vote is in favour/against or abstaining of the resolution. It is expected the following resolutions may be voted upon:

Resolutions**	To Vote For	To Vote Against	Abstain
<i>To remove the Administrators from office and appoint as Administrator(s) of the Company.</i>			
<i>To appoint a Committee of Inspection and if so, appoint as a committee member and that a member of the Committee of Inspection may directly or indirectly derive a profit or advantage from the external administration of the Company.</i>			

* Delete if not applicable.

** Only if appointing a special proxy should you tick the relevant box indicating which way you wish to vote on each resolution.

Dated:

Signature

Signing capacity

FORM 535
FORMAL PROOF OF DEBT OR CLAIM (GENERAL FORM)

Bonza Aviation Pty Ltd
(Administrators Appointed)
A.C.N. 653 309 909
("the Company")

To the Administrators of the Company,

1. This is to state that the Company was on 30 April 2024, and still is, justly and truly indebted to

(full name and address of the creditor and, if applicable, the creditor's partners. If prepared by an employee or agent of the creditor, also insert a description of the occupation of the creditor)
 for \$ _____

Date	Consideration (state how the debt arose)	Amount \$ c	Remarks (include details of voucher substantiating payment)

2. 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:

Date	Drawer	Acceptor	Amount \$c	Due Date

3.

- I am employed by the creditor and authorised in writing by the creditor to make this statement. The debt was incurred for the consideration stated and that the debt, to the best of my knowledge and belief, remains unpaid and unsatisfied.
- I am the creditor's agent authorised in writing to make this statement in writing. The debt was incurred for the consideration stated and that the debt, to the best of my knowledge and belief, remains unpaid and unsatisfied.
- I am the creditor and I make this claim personally. The debt was incurred for the consideration stated and that the debt, to the best of my knowledge and belief, remains unpaid and unsatisfied.

Dated this _____ day of _____ 2024.

 Signature
 Occupation:
 Address:
 Email address:

(Attach documentation such as copies of invoices in support of your claim)

**BONZA AVIATION PTY LTD
(ADMINISTRATORS APPOINTED)
A.C.N. 653 309 909
("The Company")**

Initial Remuneration Notice

The purpose of the Initial Remuneration Notice is to provide you with information about how remuneration for undertaking this administration will be set.

Remuneration Methods

There are four basic methods that can be used to calculate the remuneration charged by an insolvency practitioner. They are:

1. Time based hourly rates

This is the most common method. The total fee charged is based on the hourly rate charged for each person who carried out the work multiplied by the number of hours spent by each person on each of the tasks performed.

2. Fixed Fee

The total fee charged is normally quoted at the commencement of the administration and is the total cost for the administration. Sometimes a practitioner will finalise an administration for a fixed fee.

3. Percentage

The total fee charged is based on a percentage of a particular variable, such as the gross proceeds of asset realisations.

4. Contingency

The practitioner's fee is contingent on a particular outcome being achieved.

Method Chosen

Having regard to the nature of work involved for this administration, we propose that our remuneration be calculated on a time based hourly rates method for the following reasons:

- We will only be paid for work done, subject to sufficient realisations of the Company's assets;
- It ensures creditors are only charged for work that is performed. Time is recorded and charged in six minute increments and staff are allocated to duties according to their relevant experience and qualifications;
- We are required to perform a number of tasks which do not relate to the realisation of assets, for example responding to creditor enquiries, reporting to the Australian Securities and Investments Commission ("ASIC"), distributing funds in accordance with the provisions of the Corporations Act 2001; and
- We are unable to estimate with certainty the total amount of time necessary to complete all tasks required in this administration.

Hourly Rates

The rates for our remuneration calculation are set out in the following table together with a general guide showing the qualifications and experience of staff engaged in the administration and the role they take in the administration. The hourly rates charged encompass the total cost of providing professional services and should not be compared to an hourly wage.

Hall Chadwick Hourly Rates (effective from 1 January 2024)

POSITION	DESCRIPTION	RATES \$ PER HOUR (Ex GST)
Partner	Registered liquidator/trustee or appointee's partner bringing a high level of insolvency knowledge and skill, with more than 10 years' experience and an appreciation of risk control and personal commitment.	980
Director	Qualified accountant bringing a high level of insolvency knowledge and skill, with more than 10 years' experience and an appreciation of risk control.	940
Senior Associate	Qualified accountant with more than 10 years insolvency experience and able to control all aspects of an appointment, who brings a high level of insolvency knowledge and skill and has an appreciation of risk control.	900
Associate	Qualified accountant with more than 10 years insolvency experience and able to control all aspects of an appointment.	850
Senior Manager	Qualified accountant with more than 7 years insolvency experience able to control all aspects of an appointment and manage a team of staff.	800
Manager	Qualified accountant with more than 6 years insolvency experience able to control all aspect of an appointment and project manage a team on a large appointment.	760
Supervisor	Graduate completing post graduate studies with up to 5 years insolvency experience and responsibility to supervise a small team of staff.	660
Senior 1	Graduate completing post graduate studies with 2 to 4 years insolvency experience. Assists planning and control of small to medium sized jobs as well as performing some of the more difficult work on larger jobs.	600
Senior 2	Graduate completing post graduate studies with 1 to 2 years' experience. Required to control the fieldwork on small jobs and is responsible for assisting complete fieldwork on medium to large jobs.	520
Intermediate 1	Graduate or Undergraduate with 1 to 2 years insolvency experience. Required to assist in day to day fieldwork under supervision of more senior staff.	460
Intermediate 2	Undergraduate with up to 1 year insolvency experience. Required to assist in day to day fieldwork under supervision of more senior staff.	420
Intermediate 3	Appropriate skills with 1 to 2 years insolvency experience and geographically located outside of Australia.	350

Junior 1	Undergraduate completing their university degree.	300
Support Staff		
IT Manager	Appropriate Skills	320
Banking Administrator	Appropriate Skills	320
PA/Secretary	Appropriate Skills	170
Computer Operations	Appropriate Skills	170
Administration Assistant	Appropriate Skills	170
Filing Assistant	Appropriate Skills	60

Note: The classifications above do not cover professional staff that are unqualified and not studying to become qualified as accountants. We recognise that in this latter category there are some people who are highly skilled. It is our view that it is not possible to give a description which will adequately cover all situations.

Estimated Cost of Administration

Due to the nature of this matter and uncertainty faced with respect to potential litigation and ongoing trading of the Company's business, we cannot estimate with certainty the total amount of fees necessary to complete all tasks required. However, we estimate that our remuneration for the conduct of the administration will be \$250,000 to \$350,000 (plus GST) up to the date of the first meeting of creditors.

This estimate may change as a result of further information coming to our attention of which we are currently unaware. Should additional work be necessary beyond what is contemplated, we will provide a breakdown of the work carried out and approval shall be sought from creditors accordingly.

Please refer to our attached Declaration of Independence, Relevant Relationships and Indemnities for details of any upfront payments and/or indemnities that we may have received. Creditors should note that approved remuneration may exceed the amount of any upfront payment and/or indemnity and can be paid from the assets of the administration after appropriate approval.

Disbursements

Disbursements are divided into three (3) types:

- All externally provided professional services. These are recovered at cost. An example is legal fees. It does not include insolvency services as insolvency services are claimed as remuneration.
- All externally provided non-professional costs such as travel, accommodation and search fees. These disbursements are recovered at cost.

External disbursements include but are not limited to external meeting room hire, legal fees, insurance, valuation fees, search fees, travel, postage, parking and accommodation. All externally provided professional and non-professional services are recovered at cost.

- Internally (firm) provided non-professional costs such as photocopying, printing and postage. If charged to the administration, would generally be charged at cost; though some expenses such as telephone calls, photocopying and printing may be charged at a rate which recoups both variable and fixed costs on a reasonable commercial basis.

The rates for internal (firm) disbursements are set out as follows:

Disbursements Effective 1 March 2015	Rate \$ (incl. GST)
Photocopy – per page*	0.99
Facsimile – per page*	
Local Facsimile	1.10
International Facsimile	3.30

** Internally (firm) provided services are charged at the rates advised in the above table.*

We are not required to seek creditor approval for expenses paid to third parties or for disbursements where we are recovering a cost incurred on behalf of the administration, but we must account to creditors. We must be satisfied that these expenses and disbursements are appropriate, justified and reasonable.

We are required to obtain creditor's consent for the payment of a disbursement where we, or a related entity of ourselves, may directly or indirectly obtain a profit. In these circumstances, creditors will be asked to approve our disbursements prior to these disbursements being paid from the administration.

Information Sheet

Creditors who require further information regarding the approval of remuneration in external administrations are advised that ASIC has produced a document entitled: "Approving Fees: a guide for creditors" (Information Sheet 85) and this document can be downloaded from www.asic.gov.au or can be obtained from this office.