

15 December 2011

CIRCULAR TO CREDITORS

**CARDINAL GROUP PTY LIMITED
(ADMINISTRATORS APPOINTED)
ACN 129 933 393**

As trustee for

**CARDINAL GROUP UNIT TRUST
REEFWAY ASSET TRUST
REEFWAY ENVIRONMENTAL SERVICES TRUST**

**Trading as Reefway Environmental Services
Recycled Resource
Smart Skip**

**CARDINAL PROJECT SERVICES PTY LIMITED
(ADMINISTRATORS APPOINTED)
ACN 090 113 705**

**COMPLETE CONCRETE CUTTING PTY LIMITED
(ADMINISTRATORS APPOINTED)
ACN 107 206 842**

**CARDINAL LOGISTICS SERVICES PTY LIMITED
(ADMINISTRATORS APPOINTED)
ACN 087 389 642**

(“the Companies”)

Peter William Marsden and I were appointed Joint and Several Administrators of the Companies on 15 December 2011 pursuant to Section 436A of the Corporations Act 2001.

Document4

Liability limited by a
scheme approved
under Professional
Standards Legislation

Major Offices in:
Perth, Sydney, Melbourne,
Adelaide and Canberra
ABN 36 965 185 036

RSM Bird Cameron Partners is an independent member firm of RSM International, an affiliation of independent accounting and consulting firms. RSM International is the name given to a network of independent accounting and consulting firms each of which practices in its own right. RSM International does not exist in any jurisdiction as a separate legal entity.

RSM Bird Cameron Partners

Chartered Accountants

We have taken control of the affairs of the Company which ceased to trade upon our appointment. The directors of the Companies have been requested to prepare a Statement of Assets and Liabilities as at the date of our appointment. If there are any outstanding orders placed by the Companies prior to our appointment, please contact Miss Stefanie Bennett or Miss Alex Daly of this office to obtain written instructions concerning the order. Any creditors who believe they have retention of title claims over goods supplied should contact this office immediately.

The effect of our appointment is to place a moratorium on the payment of unsecured creditors' accounts in relation to trading and other debts incurred up to the date of our appointment, until creditors make a decision about the Company's future. That decision will be made at a second meeting of creditors, to be held approximately one month following our appointment. Creditors will receive notice of that meeting in due course.

In the meantime, we are required to convene a first meeting of creditors within 8 business days following our appointment. In this regard, we enclose the following:

1. Notice of Meeting of Creditors to be held on 23 December 2011 at 10am.
2. A Declaration of Independence / Indemnities & Relevant Relationships.
3. Initial advice regarding remuneration
4. ASIC Information Sheet Summary
5. Informal Proof of Debt for Voting Purposes.
6. Instrument of Proxy.

Proxies and Informal

Proofs to be used at the meeting should be lodged with the Chairperson, C/- RSM Bird Cameron Partners, Level 12, 60 Castlereagh Street, SYDNEY NSW 2000, no later than 4.00pm on the day preceding the meeting.

In accordance with the Insolvency Practitioners Association of Australia ("IPA") guidelines, a list of creditors' names and amounts is available on the request of any creditor. There are a number of information sheets published by Australian Securities and Investments Commission ("ASIC") and the IPA outlining the rights and responsibilities of creditors along with information regarding the liquidation process generally may be downloaded from http://www.rsmi.com.au/services/turnaround_and_insolvency.html or www.asic.gov.au.

Should you have any questions in relation to this matter, please contact Miss Alex Daly of this office on 8226 6114.

Yours faithfully,



RICHARD STONE

Joint and Several Administrator

CORPORATIONS ACT 2001

NOTICE OF FIRST MEETING OF
CREDITORS OF COMPANY UNDER ADMINISTRATION

**CARDINAL GROUP PTY LIMITED
(ADMINISTRATORS APPOINTED)
ACN 129 933 393**

**CARDINAL PROJECT SERVICES PTY LIMITED
(ADMINISTRATORS APPOINTED)
ACN 090 113 705**

**COMPLETE CONCRETE CUTTING PTY LIMITED
(ADMINISTRATORS APPOINTED)
ACN 107 206 842**

**CARDINAL LOGISTICS SERVICES PTY LIMITED
(ADMINISTRATORS APPOINTED)
ACN 087 389 642**

("the Companies")

On 15 December 2011 the Companies under section 436A appointed Richard Andrew Stone and Peter William Marsden of RSM Bird Cameron Partners, Level 12, 60 Castlereagh Street, SYDNEY NSW 2000 as the Joint and Several Administrators of the Companies.

Notice is now given that a concurrent meeting of the creditors of the Companies will be held at Symantec House, Level 5, 207 Kent Street, Sydney NSW 2000 on 23 December 2011 at 10.am.

1. The purpose of the meeting is to determine:
 - a. whether to appoint a committee of creditors; and
 - b. if so, who are to be the committee's members.
2. At the meeting, creditors may also, by resolution:
 - a. remove the Joint and Several Administrators from office; and
 - b. appoint someone else as Administrator of the Companies.

DATED this 15th day of December 2011.



RICHARD STONE
Joint and Several Administrator

Telephone conference facilities will be available at the meeting, please advise our office in writing by no later than 2pm on 22 December 2011 should you wish to attend by telephone. Please note under Corporations Regulations 5.16.13A:

- (a) A person, or the proxy or attorney of a person, who wishes to participate in the meeting by telephone must give to the liquidator, not later than the second-last working day before the day on which the meeting is to be held, written statement setting out:
 - (i) the name of the person and of the proxy or attorney (if any); and
 - (ii) an address to which notices to the person, proxy or attorney may be sent; and
 - (iii) a telephone number at which the person, proxy or attorney may be contacted; and
 - (iv) any facsimile transmission number to which notices to the person, proxy or attorney may be sent.
- (b) A person, or the proxy or attorney of a person, who participates in the meeting by telephone must pay any costs incurred by the person, proxy or attorney in participating and is not entitled to be reimbursed for those costs from the assets of the Company.

Declaration of Independence, Relevant Relationships & Indemnities

**CARDINAL GROUP PTY LIMITED
(ADMINISTRATORS APPOINTED)
ACN 129 933 393**

As trustee for

**CARDIAL GROUP UNIT TRUST
REEFWAY ASSET TRUST
REEFWAY ENVIRONMENTAL SERVICES TRUST**

**CARDINAL PROJECT SERVICES PTY LIMITED
(ADMINISTRATORS APPOINTED)
ACN 090 113 705**

**COMPLETE CONCRETE CUTTING PTY LIMITED
(ADMINISTRATORS APPOINTED)
ACN 107 206 842**

**CARDINAL LOGISTICS SERVICES PTY LIMITED
(ADMINISTRATORS APPOINTED)
ACN 087 389 642**

(“the Companies”)

This document requires the Practitioner appointed to an insolvent entity to make declarations as to:

- A their independence generally;
- B relationships, including
 - i. the circumstances of the appointment;
 - ii. any relationship with the Insolvent and others within the previous 24 months;
 - iii. any prior professional services for the Insolvent within the previous 24 months;
 - iv. that there are no other relationships to declare; and
- C any indemnities given, or up-front payments made, to the Practitioner.

This declaration is made in respect of ourselves, our partners, RSM Bird Cameron Partners, RSM Bird Cameron, RSM Bird Cameron Financial Services Pty Limited and RSM Bird Cameron Corporate Pty Limited.

A. Independence

Peter William Marsden and I were appointed Joint and Several Administrators of the Company on 15 December 2011.

The Joint and Several Administrators, of RSM Bird Cameron Partners (“my firm”) have undertaken a proper assessment of the risks to our independence prior to accepting the appointment as Joint and Several Administrators of the Company in accordance with the law and applicable professional standards. This assessment identified no real or potential risks to my independence. We are not aware of any reasons that would prevent us from accepting this appointment.

B. Declaration of Relationships

i. Circumstances of Appointment

We were approached to act as Joint and Several Administrators by the directors of the Companies having been referred to RSM Bird Cameron Partners by an external financial consultant, who is a former colleague of a member of our staff.

We have had a number of meetings with the directors of Companies and their advisors. These meetings occurred on the following dates:-

- 14 July 2011:
- 19 July 2011:
- 10 August 2011:
- 21 November 2011:
- 24 November 2011; and
- 14 December 2011.

The purposes of these meetings was to discuss the financial position of the companies, the options available and the voluntary administration process. We were not remunerated for attending these meetings.

A meeting was arranged on 14 December 2011 to meet with National Australia Bank Limited (“the Secured Creditor”) and discuss the background to the Companies and the financial position.

In addition to the above meetings, a number of telephone conversations and emails were exchanged with the directors in regards to the status of the matter, the options available and the likely costs of a possible voluntary administration. As a result, consents to act were signed on 15 December 2011 and our appointment was made on the same day.

No remuneration was received in respect of any of the abovementioned professional services and we note that at no stage prior to our appointment, did we have any other dealings with the Company or any of its directors.

These meetings do not affect our independence for the following reasons:

- the courts and the IPA's Code of Professional Practice specifically recognised the need for practitioners to provide advice on 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 nature of the advice provided to the directors is such that it would not be subject to review and challenge during the course of the voluntary administration; and
- the pre-appointment advice will not influence our ability to be able to fully comply with the statutory and fiduciary obligations associated with the voluntary administration of the Company in an objective and impartial manner.

On 15 December 2011 we are also appointed as voluntary liquidators to an entity called Card Services Pty Limited, which provided all the labour to the Companies. We have received funding, as disclosed below, from Cardinal Group Pty Limited to meet the costs of the winding up.

ii. Relevant Relationships with the Insolvent

Neither we nor our firm have, or have had within the preceding 24 months, any relationships with the Companies, any associate of the Companies, any former insolvency practitioner appointed to the Companies or any person or

entity that has a charge on the whole or substantially the whole of the Companies property, that should be disclosed.

iii. Prior Professional Services to the Insolvent

Neither we nor our firm have provided any professional services to the Companies in the previous 24 months.

iv. No Other Relevant Relationships to Disclose

There are no other known relevant relationships, including personal, business and professional relationships, from the previous 24 months with the Companies, any associate of the Companies, any former insolvency practitioner appointed to the Companies or any persons or entity that has a charge on the whole or substantially the whole of the Companies property that should be disclosed.

C. Indemnities and Up-Front Payments

I have been provided with the following indemnities:

Indemnifying party	Details of Indemnity	Upper limit of Indemnity
Cardinal Group Pty Limited atf Reefway Environmental Services Unit Trust	Funds have been deposited into my trust account to cover the costs of the administration of the Companies. There are no conditions attaching to the provision of these funds.	\$100,000
Cardinal Group Pty Limited	Funds have been deposited into my trust account to cover the costs of the administration of the Companies and Card Services Pty Limited. There are no conditions attaching to the provision of these funds.	\$25,000

Dated: 15 December 2011



RICHARD ANDREW STONE
Joint and Several Administrator



PETER WILLIAM MARSDEN
Joint and Several Administrator

Notes:

- If circumstances change, or new information is identified, I am required under the IPA Code of Professional Practice to update this Declaration and provide a copy to creditors with my next communication as well as table a copy of any replacement declaration at the next meeting of the Company's creditors.*
- Any relationships, indemnities or up-front payments disclosed in the DIRRI must not be such that the Practitioner is no longer independent. The purpose of components B and C of the DIRRI is to disclose relationships that, while they do not result in the Practitioner having a conflict of interest or duty, ensure that creditors are aware of those relationships and understand why the Practitioner nevertheless remains independent.*

Initial Advice regarding Remuneration

1.1 Remuneration Methods

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

- **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.

- **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.

- **Percentage**

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

- **Contingency**

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

1.2 Method chosen

Given the nature of this administration I propose that our remuneration be calculated on Time based / hourly rates. This is because:

- This method reflects our practice of assigning staff at the appropriate level to conduct the necessary work. Individuals are required to record the nature of the work performed at intervals of six minutes. This method ensures creditors are only charged for work that is performed and provides complete transparency.
- Fixed fee and Percentage method are inappropriate as I am unable to estimate with certainty the total amount of fees necessary to complete all tasks required in this administration. In addition I am required to perform a number of tasks which do not relate to the realisation of assets, e.g., statutory obligations, responding to creditor queries, and reporting to ASIC.

It is proposed that the remuneration of the Liquidator be calculated on an hourly basis at the hourly fees charged by RSM Bird Cameron Partners.

1.3 Explanation of Hourly Rates

The current rates for my 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.

Classification	Guide to Level of Insolvency Experience	Rate per Hour \$
Appointee	Registered Liquidator / Trustee. Partner bringing his / her specialist skills to the administration or insolvency task.	590
Principal	Qualified. 12+ years experience. Capable of controlling all aspects of an administration and/or insolvency task.	475
Senior Manager	Typically qualified, 7+ years experience. Well developed technical and commercial skills. Assist appointee in the planning and control of all administrations and/or insolvency tasks. Responsible for supervision of junior staff.	400
Manager	Typically qualified, 6-7 years experience. Well developed technical and commercial skills. Assist appointee in the planning and control of all administrations and/or insolvency tasks. Responsible for supervision of junior staff.	325
Supervisor	4-6 years experience. Qualified or almost completed CA/CPA/IPAA. Conduct of small appointments, assists in planning and control of medium to larger appointments. Also supervises junior staff.	270
Senior 1	2-4 years experience, undertaking CA/CPA/IPAA. Assist planning and control of small to medium jobs and performs some more difficult tasks on larger jobs. Assists in supervision of junior staff.	220
Senior 2	1-3 years experience, undertaking CA/CPA/IPAA, Assist in day to day fieldwork of administrations and/or insolvency tasks under supervision of more senior staff.	185
Intermediate 1	1-2 years experience, graduate, undertaking CA/CPA/IPAA. Assist in day to day fieldwork of administrations and/or insolvency tasks under supervision of more senior staff.	170
Intermediate 2	0-2 years experience, typically will have graduated. Assist in day to day fieldwork of administrations and/or insolvency tasks under supervision of more senior staff.	160
Graduate	0-1 years experience for a graduate or an under-graduate completing course part time. Assist in day to day fieldwork of administrations and/or insolvency tasks under supervision of more senior staff.	150
Secretary	Assists all levels of staff undertaking general administrative and secretarial duties.	160
Treasury	Responsible for integrity of all aspect of cash receipts and payments, bank account reconciliations, preparation of statutory lodgements with ATO and ASIC	175
Treasury Assistant	Assists all levels of staff with administrative and bookkeeping tasks and managing Insolvency CORE software.	125
Junior	Data input and computer skills. Maintains data entry into specialised insolvency computer system, including receipts and payments and financial information, also prepares bank reconciliations, Form 524's and BAS returns.	125

Notes:

1. The scale of fees is intended to be a guide as to the qualifications and experience of the staff engaged. In some instances staff may be engaged under an appropriate classification principally due to experience.
2. The term "Qualified" means that the staff member has completed either the Institute of Chartered Accountants in Australia or Certified Practising Accountants in Australia's education program and the Insolvency Practitioners Association of Australia's education program.
3. Time spent on matters is recorded and charged in 6 minute intervals.
4. The above rates are effective as at 1 July 2011.
5. The above rates exclude Goods and Services Tax.



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

- Insolvency: a glossary of terms
- Voluntary administration: a guide for creditors
- Voluntary administration: a guide for employees
- Liquidation: a guide for creditors
- Liquidation: a guide for employees
- Receivership: a guide for creditors
- Receivership: a guide for employees
- Insolvency: a guide for shareholders
- Insolvency: a guide for directors
- Independence of external administrators: a guide for creditors
- Approving fees: a guide for creditors

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.

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.

FORM 535
CORPORATIONS ACT 2001

Subregulation 5.6.49(2)

FORMAL PROOF OF DEBT OR CLAIM (GENERAL FORM)

ACN 129 933 393

To the Joint and Several Administrators of **Cardinal Group Pty Ltd (Administrators Appointed)**

1. This is to state that the Company was, on **15 December 2011** ⁽¹⁾ and still is, justly and truly indebted to ⁽²⁾

for
dollars and cents.

Particulars of the debt are:

Date	Consideration ⁽³⁾	Amount \$	GST included \$	Remarks ⁽⁴⁾

2. To my knowledge or belief the creditor has not, nor has any person by the creditor's order, had or received any manner of satisfaction or security for the sum or any part of it except for the following.⁽⁵⁾
- 3.^{(6)*} I am employed by the creditor and authorised in writing by the creditor to make this statement. I know that the debt was incurred for the consideration stated and that the debt, to the best of my knowledge and belief, still remains unpaid and unsatisfied.
- 3.^{(6)*} I am the creditor's agent authorised in writing to make this statement in writing. I know that the debt was incurred and for the consideration stated and that the debt, to the best of my knowledge and belief, still remains unpaid and unsatisfied.

DATED this day of 2011

Signature of Signatory
 NAME IN BLOCK LETTERS
 Occupation
 Address
 Email..... Phone.....

See Directions overleaf for the completion of this form

OFFICE USE ONLY

POD No:		ADMIT - Ordinary	\$
Date Received:	/ /	ADMIT - Preferential	\$
Entered into IPS/Computer:		Reject	\$
Amount per RATA	\$	H/Over for Consideration	\$
PREP BY/AUTHORISED		TOTAL PROOF	\$
DATE AUTHORISED	/ /		

Directions

- * Strike out whichever is inapplicable.
- (1) Insert date of Court Order in winding up by the Court, or date of resolution to wind up, if a voluntary winding up.
- (2) Insert full name and address (including ABN) 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.
- (3) Under "Consideration" state how the debt arose, for example "goods sold and delivered to the Company between the dates of", "moneys advanced in respect of the Bill of Exchange".
- (4) Under "Remarks" include details of vouchers substantiating payment.
- (5) Insert particulars of all securities held. Where the securities are on the property of the Company, assess the value of those securities. If any bills or other negotiable securities are held, specify them in a schedule in the following form:

Date	Drawer	Acceptor	Amount	Date Due
\$	¢			

-
- (6) If proof is made by the creditor personally, strike the two (2) paragraphs numbered 3.
-

Annexures

- A. If space provided for a particular purpose in a form is insufficient to contain all the required information in relation to a particular item, the information must be set out in an annexure.
- B. An annexure to a form must:
 - (a) have an identifying mark;
 - (b) and be endorsed with the words:

"This is the annexure of (insert number of pages) pages marked (insert an identifying mark) referred to in the (insert description of form) signed by me/us and dated (insert date of signing); and
 - (c) be signed by each person signing the form to which the document is annexed.
- C. The pages in an annexure must be numbered consecutively.
- D. If a form has a document annexed the following particulars of the annexure must be written on the form:
 - (a) the identifying mark; and
 - (b) the number of pages.
- E. A reference to an annexure includes a document that is with a form.

CORPORATIONS ACT 2001

APPOINTMENT OF PROXY
CREDITORS MEETING

**CARDINAL GROUP PTY LTD
(ADMINISTRATORS APPOINTED)
ACN 129 933 393**

*I/*We (1).....
of.....
a creditor of **Cardinal Group Pty Ltd**, appoint (2)

or in his or her absence

as *my/our

* *'general proxy'* to vote at the meeting of creditors to be held on 23 December 2011, or at any adjournment of that meeting in respect of all matters **[Do not complete resolutions below]**.

-OR-

* *'special proxy'* to vote at the meeting of creditors to be held on 23 December 2011, or at any adjournment of that meeting in the matter detailed below on the proposed resolutions **[Complete resolutions below]**:- (3)

Resolution	For	Against	Abstain
[INSERT DETAILS OF RESOLUTIONS]			

DATED this day of 2011.

Signature

CERTIFICATE OF WITNESS

This certificate is to be completed only if the person giving the proxy is blind or incapable of writing. The signature of the creditor, contributory, debenture holder or member must not be witnessed by the person nominated as proxy.

I, of

certify that the above instrument appointing a proxy was completed by me in the presence of and at the request of the person appointing the proxy and read to him or her before he or she signed or marked the instrument.

Dated:

Signature of Witness:

Description:

Place of Residence:

* Strike out if inapplicable

1. If a firm, strike out "I" and set out the full name of the firm.
2. Insert the name, address and description of the person appointed.
3. If a special proxy add the words "to vote for" or the words "to vote against" and specify the particular resolution.

FORM 535
CORPORATIONS ACT 2001

Subregulation 5.6.49(2)

FORMAL PROOF OF DEBT OR CLAIM (GENERAL FORM)

ACN 090 113 705

To the Joint and Several Administrators of **Cardinal Project Services Pty Ltd (Administrators Appointed)**

1. This is to state that the Company was, on **15 December 2011** ⁽¹⁾ and still is, justly and truly indebted to ⁽²⁾

for
dollars and cents.

Particulars of the debt are:

Date	Consideration ⁽³⁾	Amount \$	GST included \$	Remarks ⁽⁴⁾

2. To my knowledge or belief the creditor has not, nor has any person by the creditor's order, had or received any manner of satisfaction or security for the sum or any part of it except for the following.⁽⁵⁾

3.^{(6)*} I am employed by the creditor and authorised in writing by the creditor to make this statement. I know that the debt was incurred for the consideration stated and that the debt, to the best of my knowledge and belief, still remains unpaid and unsatisfied.

3.^{(6)*} I am the creditor's agent authorised in writing to make this statement in writing. I know that the debt was incurred and for the consideration stated and that the debt, to the best of my knowledge and belief, still remains unpaid and unsatisfied.

DATED this day of 2011

Signature of Signatory
 NAME IN BLOCK LETTERS
 Occupation
 Address
 Email..... Phone.....

See Directions overleaf for the completion of this form

OFFICE USE ONLY

POD No:		ADMIT - Ordinary	\$
Date Received:	/ /	ADMIT - Preferential	\$
Entered into IPS/Computer:		Reject	\$
Amount per RATA	\$	H/Over for Consideration	\$
PREP BY/AUTHORISED		TOTAL PROOF	\$
DATE AUTHORISED	/ /		

CORPORATIONS ACT 2001

APPOINTMENT OF PROXY
CREDITORS MEETING

**CARDINAL PROJECT SERVICES PTY LTD
(ADMINISTRATORS APPOINTED)
ACN 090 113 705**

*I/*We (1).....
of.....
a creditor of **Cardinal Project Services Pty Ltd**, appoint (2)
or in his or her absence
as *my/our

* *'general proxy'* to vote at the meeting of creditors to be held on 23 December 2011, or at any adjournment of that meeting in respect of all matters **[Do not complete resolutions below]**.

-OR-

* *'special proxy'* to vote at the meeting of creditors to be held on 23 December 2011, or at any adjournment of that meeting in the matter detailed below on the proposed resolutions **[Complete resolutions below]**:- (3)

Resolution	For	Against	Abstain
[INSERT DETAILS OF RESOLUTIONS]			

DATED this day of 2011.

Signature

CERTIFICATE OF WITNESS

This certificate is to be completed only if the person giving the proxy is blind or incapable of writing. The signature of the creditor, contributory, debenture holder or member must not be witnessed by the person nominated as proxy.

I, of

certify that the above instrument appointing a proxy was completed by me in the presence of and at the request of the person appointing the proxy and read to him or her before he or she signed or marked the instrument.

Dated:

Signature of Witness:

Description:

Place of Residence:

* Strike out if inapplicable

1. If a firm, strike out "I" and set out the full name of the firm.
2. Insert the name, address and description of the person appointed.
3. If a special proxy add the words "to vote for" or the words "to vote against" and specify the particular resolution.

FORM 535
CORPORATIONS ACT 2001

Subregulation 5.6.49(2)

FORMAL PROOF OF DEBT OR CLAIM (GENERAL FORM)

ACN 107 206 842

To the Joint and Several Administrators of **Complete Concrete Cutting Pty Ltd (Administrators Appointed)**

1. This is to state that the Company was, on **15 December 2011** ⁽¹⁾ and still is, justly and truly indebted to ⁽²⁾

for
dollars and cents.

Particulars of the debt are:

Date	Consideration ⁽³⁾	Amount \$	GST included \$	Remarks ⁽⁴⁾

2. To my knowledge or belief the creditor has not, nor has any person by the creditor's order, had or received any manner of satisfaction or security for the sum or any part of it except for the following.⁽⁵⁾

3.^{(6)*} I am employed by the creditor and authorised in writing by the creditor to make this statement. I know that the debt was incurred for the consideration stated and that the debt, to the best of my knowledge and belief, still remains unpaid and unsatisfied.

3.^{(6)*} I am the creditor's agent authorised in writing to make this statement in writing. I know that the debt was incurred and for the consideration stated and that the debt, to the best of my knowledge and belief, still remains unpaid and unsatisfied.

DATED this day of 2011

Signature of Signatory
 NAME IN BLOCK LETTERS
 Occupation
 Address
 Email..... Phone.....

See Directions overleaf for the completion of this form

OFFICE USE ONLY

POD No:		ADMIT - Ordinary	\$
Date Received:	/ /	ADMIT - Preferential	\$
Entered into IPS/Computer:		Reject	\$
Amount per RATA	\$	H/Over for Consideration	\$
PREP BY/AUTHORISED		TOTAL PROOF	\$
DATE AUTHORISED	/ /		

CORPORATIONS ACT 2001

APPOINTMENT OF PROXY
CREDITORS MEETING

**COMPLETE CONCRETE CUTTING PTY LTD
(ADMINISTRATORS APPOINTED)
ACN 107 206 842**

*I/*We (1).....
of.....
a creditor of **Complete Concrete Cutting Pty Ltd**, appoint (2)
or in his or her absence
as *my/our

* *'general proxy'* to vote at the meeting of creditors to be held on 23 December 2011, or at any adjournment of that meeting in respect of all matters **[Do not complete resolutions below]**.

-OR-

* *'special proxy'* to vote at the meeting of creditors to be held on 23 December 2011, or at any adjournment of that meeting in the matter detailed below on the proposed resolutions **[Complete resolutions below]**:- (3)

Resolution	For	Against	Abstain
[INSERT DETAILS OF RESOLUTIONS]			

DATED this day of 2011.

Signature

CERTIFICATE OF WITNESS

This certificate is to be completed only if the person giving the proxy is blind or incapable of writing. The signature of the creditor, contributory, debenture holder or member must not be witnessed by the person nominated as proxy.

I, of

certify that the above instrument appointing a proxy was completed by me in the presence of and at the request of the person appointing the proxy and read to him or her before he or she signed or marked the instrument.

Dated:

Signature of Witness:

Description:

Place of Residence:

* Strike out if inapplicable

1. If a firm, strike out "I" and set out the full name of the firm.
2. Insert the name, address and description of the person appointed.
3. If a special proxy add the words "to vote for" or the words "to vote against" and specify the particular resolution.

FORM 535
CORPORATIONS ACT 2001

Subregulation 5.6.49(2)

FORMAL PROOF OF DEBT OR CLAIM (GENERAL FORM)

ACN 087 389 642

To the Joint and Several Administrators of **Cardinal Logistic Services Pty Ltd (Administrators Appointed)**

1. This is to state that the Company was, on **15 December 2011** ⁽¹⁾ and still is, justly and truly indebted to ⁽²⁾

for
dollars and cents.

Particulars of the debt are:

Date	Consideration ⁽³⁾	Amount \$	GST included \$	Remarks ⁽⁴⁾

2. To my knowledge or belief the creditor has not, nor has any person by the creditor's order, had or received any manner of satisfaction or security for the sum or any part of it except for the following.⁽⁵⁾

3.^{(6)*} I am employed by the creditor and authorised in writing by the creditor to make this statement. I know that the debt was incurred for the consideration stated and that the debt, to the best of my knowledge and belief, still remains unpaid and unsatisfied.

3.^{(6)*} I am the creditor's agent authorised in writing to make this statement in writing. I know that the debt was incurred and for the consideration stated and that the debt, to the best of my knowledge and belief, still remains unpaid and unsatisfied.

DATED this day of 2011

Signature of Signatory

NAME IN BLOCK LETTERS

Occupation

Address

Email.....Phone.....

See Directions overleaf for the completion of this form

OFFICE USE ONLY

POD No:		ADMIT - Ordinary	\$
Date Received:	/ /	ADMIT - Preferential	\$
Entered into IPS/Computer:		Reject	\$
Amount per RATA	\$	H/Over for Consideration	\$
PREP BY/AUTHORISED		TOTAL PROOF	\$
DATE AUTHORISED	/ /		

CORPORATIONS ACT 2001

APPOINTMENT OF PROXY
CREDITORS MEETING

**CARDINAL LOGISTIC SERVICES PTY LTD
(ADMINISTRATORS APPOINTED)
ACN 087 389 642**

*I/*We (1).....
of.....
a creditor of **Cardinal Logistic Services Pty Ltd**, appoint (2)
or in his or her absence
as *my/our

* *'general proxy'* to vote at the meeting of creditors to be held on 23 December 2011, or at any adjournment of that meeting in respect of all matters **[Do not complete resolutions below]**.

-OR-

* *'special proxy'* to vote at the meeting of creditors to be held on 23 December 2011, or at any adjournment of that meeting in the matter detailed below on the proposed resolutions **[Complete resolutions below]**:- (3)

Resolution	For	Against	Abstain
[INSERT DETAILS OF RESOLUTIONS]			

DATED this day of 2011.

Signature

CERTIFICATE OF WITNESS

This certificate is to be completed only if the person giving the proxy is blind or incapable of writing. The signature of the creditor, contributory, debenture holder or member must not be witnessed by the person nominated as proxy.

I, of

certify that the above instrument appointing a proxy was completed by me in the presence of and at the request of the person appointing the proxy and read to him or her before he or she signed or marked the instrument.

Dated:

Signature of Witness:

Description:

Place of Residence:

- * Strike out if inapplicable
- 4. If a firm, strike out "I" and set out the full name of the firm.
- 5. Insert the name, address and description of the person appointed.
- 6. If a special proxy add the words "to vote for" or the words "to vote against" and specify the particular resolution.