

6 March 2025

Circular to Suppliers

Dear Sir/Madam

**Brindabella Christian Education Limited
(Administrators Appointed)
ACN 100 229 669
Trading as Brindabella Christian College
(the "College")**

1. Appointment of Voluntary Administrators

Sal Algeri and I, Sam Marsden, were appointed Joint and Several Voluntary Administrators (**Administrators**) of the College on 5 March 2025, pursuant to Section 436A of the *Corporations Act 2001* (Cth) (the **Act**). A copy of our Notice of Appointment is **enclosed**.

As the Administrators:

- We have taken control of the business and operations of the College. We are continuing to trade the College's **business on a business-as-usual** basis whilst we explore options including a restructure and/or recapitalisation of the business.
- We are responsible for dealing with the staff, suppliers and affairs of the business in respect to the ongoing trading of the business from the date of our appointment.

The effect of the appointment of the Administrators is to place a moratorium on the payment of amounts due to unsecured creditors for debts incurred up to the date of our appointment.

2. Pre-Appointment invoices (up to 5 March 2025)

We understand that there may be an outstanding debt owed to you by the College. The effect of the appointment of the Administrators is to place a moratorium (freeze) on the payment of amounts due to creditors and employees for debts incurred up to the date of the appointment of Administrators. This allows the Company breathing space whilst the Administrators explore options that will either allow the business to continue, or if not, allow it to maximise the returns to creditors.

All outstanding amounts due to you as at 5 March 2025 will form a claim against the College. We will be sending further correspondence with instructions on how to lodge a claim on the Halo platform.

3. Future trading and ongoing supply (from 5 March 2025)

During the voluntary administration, Administrators are personally liable under Section 443A of the Act for any approved liabilities incurred while we are Administrators. This means that we will pay for all services approved by us and performed by you from the time of our appointment in accordance with current trading terms.

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Being able to maintain the business through ongoing trade is critical to realising a recapitalisation process and/or sale of the business (which, in turn is the likely way payment of pre-appointment debt returns can be maximised and liabilities minimised).

To this end, we request that you urgently confirm your cooperation throughout the administration period including the provision of services on an ongoing basis. If these terms are not acceptable to you, we request you urgently advise the terms on which you will provide services to the business.

3.1. Administrators' account

Please open a new account for the relevant purchasing entity styled '*Brindabella Christian Education Limited Pty Ltd (Administrators Appointed)*'. Accounts held prior to our appointment should not be used, so as to allow easier reconciliation and payment in the future. Accounts will be paid in accordance with your usual terms of credit.

3.2. Purchase orders

Please note that the Administrators will not accept liability for payment for any goods or services supplied during the administration period without an authorised Deloitte purchase order and a purchase order from the appropriate company in Administration being provided. A list authorised signatories and their respective approval limits is contained at **Annexure A**.

If you require a purchase order for provision of services, please make your request via email to BrindabellaAdmin@deloitte.com.au.

3.3. Outstanding or incomplete orders

If there are any outstanding or incomplete orders placed by the College prior to our appointment, please contact us on the details below to obtain written instructions concerning your order.

3.4. PPSR and retention of title claims

We will be separately contacting those parties that have registered security interest against the College registered on the PPSR. Please note that any security interest you have with the College prior to our appointment will not apply to goods supplied as part of transactions on the new account unless specifically agreed to by us in writing and made the subject of a separate registration of the security interest on the PPSR.

4. Ongoing communication and contact details

Your continued support of the College is appreciated during this period and is critical to achieving a successful outcome for all creditors, including employees and students.

For all queries, please send your questions by email to BrindabellaAdmin@deloitte.com.au.

Yours faithfully



Sam Marsden

Joint and Several Administrator

Encl.

Form 505

Corporations Act 2001
415(1), 427(2), 427(4), 450A(1)(a),
499(2C)(a) & (b), 537(1) & (2),
Insolvency Practice Rules (Corporations) 2016
s70-60(2)
Corporations Regulations 2001
5.3B.50, 5.3B.54, 5.5.06

External Administration or Controllorship Appointment of an administrator or controller

Liquidator details

Registered liquidator number

224498

Registered liquidator name

SALVATORE ALGERI

Company details

Company name

**BRINDABELLA CHRISTIAN EDUCATION
LIMITED**

ACN

100 229 669

Industry division

EDUCATION AND TRAINING

Industry group

School Education

ANZSIC Code

802

Add a new appointment

Appointee details

Liquidator No. **224498**

Person Name

SALVATORE ALGERI

Address

**DELOITTE SRT PTY LTD, LEVEL 26 477
COLLINS STREET MELBOURNE VIC 3000
Australia**

Type of Appointment

**Appointed Jointly and
Severally**

Appointee details

Liquidator No. **437274**

Person Name

SAM ANDREW MARSDEN

Address

**DELOITTE SRT PTY LTD, 'QUAY
QUARTER TOWER' LEVEL 7 50 BRIDGE
STREET SYDNEY NSW 2000 Australia**

Type of Appointment

**Appointed Jointly and
Severally**

Appointment Details

Provide the date of appointment.

05-03-2025

Type of administrator

Administrator

Method of appointment

other appointment

Authentication

This form has been authenticated by

Name **SALVATORE ALGERI**

This form has been submitted by

Name **Vikki Jayne KING**

Date **05-03-2025**

Payment

You need to pay the fee (and any late fees if required) by Bpay or cheque in accordance with the instructions on your invoice

For more help or information

Web www.asic.gov.au
Ask a question? www.asic.gov.au/question
Telephone 1300 300 630

Authorised Signatories and Approval Limits

NAME: Sam Marsden

AUTHORISATION LIMIT: No limit

SIGNATURE: 


NAME: Sal Algeri

AUTHORISATION LIMIT: No limit

SIGNATURE: 


NAME: Travis Anderson

AUTHORISATION LIMIT: No Limit

SIGNATURE: 

NAME: Phil Robinson

AUTHORISATION LIMIT: No Limit

SIGNATURE: 

NAME: Anthony Lowe

AUTHORISATION LIMIT: \$20,000

SIGNATURE: 

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