

22 August 2025

TO THE CREDITORS AS ADDRESSED

Dear Sir/Madam

A.C.N. 100 229 669 Limited (In Liquidation)
Formerly known as Brindabella Christian Education Limited
Formerly trading as Brindabella Christian College
ABN 21 100 229 669 (the Company)

We, Sam Marsden and Philip Robinson, refer to our appointment as joint and several Liquidators of the Company (**Liquidators**) on 31 July 2025.

We hereby provide you notice of our intention to declare a dividend to creditors. Pursuant to section 556 of the *Corporations Act, 2001* a distribution will be made in accordance with the priorities; that is employees (in first instance) ahead of unsecured creditors.

1. Employees

To ensure your claims can be adjudicated in an efficient manner, please ensure your claim/proof of debt (**POD**) has been uploaded to Halo via <https://aurestructuring.deloitte-halo.com/service/website/BCC> together with documents to substantiate your claim by **12 September 2025**. Following adjudication, we intend to declare and distribute a dividend on **20 October 2025**.

Employees who have previously received correspondence confirming their entitlements do not need to upload any further information. **There is no need to lodge an additional POD if you have already submitted your claim(s) and supporting documentation in Halo.**

Please refer to the 'Brindabella Christian College - Halo - How To Guide' attached as **Annexure A** for guidance on how to lodge a Formal POD in the Halo platform which can be accessed via the following link:
<https://aurestructuring.deloitte-halo.com/service/website/BCC>

2. Notice to call for Formal Proofs of Debt

Please find the following notices attached as **Annexure B**:

1. Notice Inviting Formal Proof of Debt or Claim pursuant to *Corporations Regulation 5.6.48(3)*
2. Notice to Creditor or Person Claiming to be a Creditor of Intention to Declare a Dividend pursuant to *Corporations Regulation 5.6.65(1)*.

3. Unsecured creditors

As mentioned earlier, we will make distribution in accordance with the priorities set in accordance with section 556 of the Corporations Act.

After we have obtained clearance from the Australian Taxation Office, we will then be in a position to declare a dividend for other unsecured creditors (i.e. non-employee creditors).

In the meantime, if you have not already done so, make a claim in Halo platform and upload all relevant documents to substantiate claim.

4. Queries

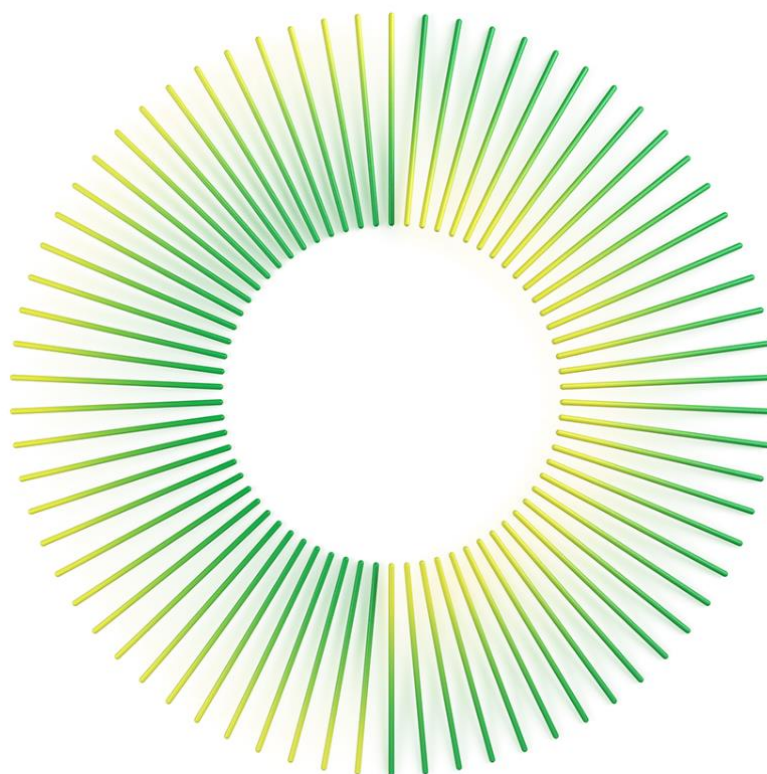
Should you have any queries regarding the contents of this letter, please send them via the Deloitte Halo Platform or email to BrindabellaAdmin@deloitte.com.au, alternatively you can contact us via our dedicated hotline on 1800 955 948.

Yours faithfully



Philip Robinson
Joint and Several Liquidator

Encl.



Halo – How to Guide

Brindabella Christian Education Limited (ACN 100 229 669)

Trading as Brindabella Christian College

(Administrators Appointed)

(the College)

Contents

i	Overview	3
1	Register in Halo	4
2	Add a claim	8

i Overview

The Administrators will be using Deloitte's Halo platform as the primary tool for communicating with creditors and managing claims (known as proofs of debt). Halo will also be used to conduct voting on any resolutions for the meetings of creditors.

The Administrators have prepared this guide to assist you as a creditor or potential creditor to understand the steps that must occur to ensure you are appropriately registered and have lodged your claim in Halo. The next three pages set out an overview of these steps. Refer to the later sections of this guide for further details of the specific actions, screens in Halo and FAQs for each of these steps.

1 Register in Halo

You'll need an email address and basic contact information to register at this page:

<https://aurestructuring.deloitte-halo.com/service/website/BCC>

2 Add a claim

Adding a claim in Halo requires basic details of your claim, including:

- the company that owes you money;
- the claim type (e.g. financier, employee, subcontractor, trade supplier); and
- a description of the amount you are owed.

You can also upload additional documentation to support your claim for consideration by the Administration (e.g. copy of invoice).

All images are indicative, actual Halo screens may look slightly different

1 Register in Halo

Halo is the platform used to manage claims (proofs of debt) during the Administration.

You will need to register in Halo to:

- (1) submit claims and supporting documentation or modify previous claims submitted, and
- (2) provide, verify or update contact information provided to the Administrators.

How to register in Halo

- ✓ Click <https://aurestructuring.deloitte-halo.com/service/website/BCC?Pg=4> which will direct you to access the 'My Account' page.
- ✓ Enter your chosen email address and authorise your consent to electronic communication (terms and conditions).
- ✓ Once the terms and conditions box is ticked, select '**Register**'. Be sure not to close the Halo webpage at this stage.

Please click [here](#) if you need further guidance or help in registering, signing in or submitting your claims.

Registration Sign In

Registration

E-mail *

E-mail

☐ I/We authorise the External Administrator on behalf of the Virgin Group to send and give notices and documents where such notices and documents may be sent by email, by using the email address above.

Where the external administration has evolved into another form of external administration (such as a voluntary administration becoming a deed of company arrangement or creditors voluntary liquidation), I/we authorise the External Administrator of the Virgin Group whether as voluntary administrator or deed administrator or liquidatory of the Virgin Group and his employees and agents to send and give notices and documents where such notices and documents may be sent by email to me/us using the email address provided above.

Register

- ✓ You will then be sent a verification email with a '**One Time Password (OTP)**' and a verification link to your email address.
- ✓ In the email sent from Halo, you are able to verify your email address by either clicking the **verification link** or entering the listed OTP on the Halo webpage.

Please click [here](#) if you need further guidance or help in registering, signing in or submitting your claims.

Registration Sign In

Registration

Enter the one time password you've received

Verify Account

- ✓ If entering the OTP, enter the digits and click '**Verify Account**' on the Halo webpage. If clicking the verification link, a new webpage will open.
- ✓ Add your contact details into the form and select '**Sign Up**'.

Please click [here](#) if you need further guidance or help in registering, signing in or submitting your claims.

Registration

Sign In

Registration

First Name *

Surname *

Phone *

+ 61

Are you representing an organisation? *

☐ Yes ☐ No

E-mail *

Sign in later using this E-mail

Password *

Min 8 Characters

Lowercase

Uppercase

Letters & Numbers

Special Characters

Confirm Password *

Sign Up

FAQs on registering in Halo

What is Halo?

Deloitte's Halo platform is the primary tool for communicating with creditors and managing creditors' claims (proofs of debt). Halo will also be used to conduct voting on any resolutions for meetings of creditors.

Do I need to register? How do I register?

If you are a first-time user, you will need to register in the Halo platform or confirm your email account.

I didn't receive an One Time Password (OTP) email, where is it?

Please check your spam/junk folder for the OTP email. Additionally, OTP emails can take up to 30 minutes or longer to arrive in your inbox depending on the IT security your organisation has in place. If your OTP doesn't arrive after an hour, please contact the Halo team via message in the Halo platform.

My OTP isn't working, what do I do?

If you are getting an '**Invalid OTP**' error when entering your OTP, it is likely the OTP is entered incorrectly, or it has expired. Please request a new OTP. If you are getting an '**Invalid email or password**' error, you are entering the OTP in the wrong field. The OTP should be entered in the box which appears after you request the OTP. Please request a new OTP and do not close the webpage as you will need to enter the OTP here.

I forgot my password, what do I do?

You can reset your password on the '**Sign In**' tab by clicking '**Forgot password**'. You will need to enter the email you registered with. After entering your email and clicking '**Request Password**', do not close the webpage. A field should appear which says, '**Enter the one-time password you've received**'. Do not enter the OTP in the regular '**Sign in**' tab as you will receive the error message '**Invalid email or password**'. Enter the OTP you received in this field and click '**Verify Account**'. You will then have the option to change your password.

How can I change my contact details?

If you have already registered in the Halo platform, sign in via '**My Account**' to change your username or contact number. If you have not registered or signed in to the Halo platform, you can submit a request to change your contact details by emailing the team at brindabellaadmin@deloitte.com.au. Our team will get back to you and provide assistance.

Why was I asked to provide consent to be contacted before registering?

By registering on this website, you authorise the Administrators to send and give notices and documents where such notices and documents may be sent by email, by using the email address provided.

We will contact you regarding your claim via the email address you have provided. Where the Administration has evolved into another form of external administration (such as a voluntary administration becoming a deed of company arrangement or creditors' voluntary liquidation), you authorise the Administrators of the Company whether as voluntary administrator or deed administrator or liquidator of the Company and their employees and agents to send and give notices and documents where such notices and documents may be sent by email to you using the email address provided.

This will help us to efficiently manage the Administration and any other subsequent external administration of the Company where we are appointees. Naturally, we will not send you anything that does not relate to our role as appointees of the Company.

What will my information be used for?

The information provided in the Halo platform will be used by the Administrators in carrying out their duties in the provisional liquidation of the Company such as management of creditor claims, communications with creditors, assessment of the financial position of the Company or for preparation of statutory reporting as required by law.

You have various rights in relation to your personal information, including the right to seek access to, or to correct, your information (for more information, please see our [Privacy Statement](#)). More information about how we will handle your personal information, how you can lodge a complaint, how you can contact us and how you may access and seek correction of your information are set out in our Privacy Statement at <https://www2.deloitte.com/au/en/legal/privacy.html>.

At no point are you required to provide sensitive personal information (also called 'special category' personal information), such as information about your ethnicity, health and wellbeing or sexuality. If you do choose to include such information in your free-text answers in providing claim information (proof of debt) to the Administrators (i.e. because you think it is relevant to the claim question) this is your consent for Deloitte and the Administrators to collect and process that sensitive personal information. For any other enquiries, you can contact the privacy team at: privacy@deloitte.com.au

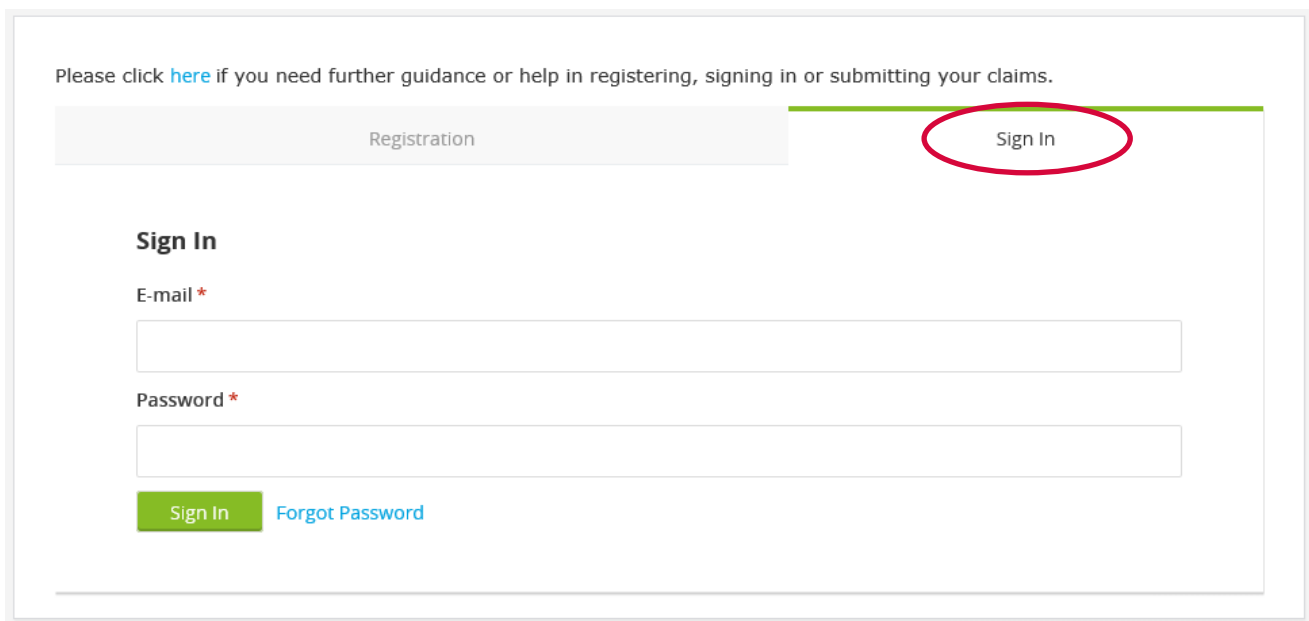
2 Add a claim

Once you have verified your account or registered as a new user, you can log in to submit claims (proofs of debt) or modify previous claims provided.

If you have previously submitted a claim it should be displayed on your '**My Claims**' dashboard. If your previously submitted claim is not on your '**My Claims**' dashboard, please contact the Halo Help Team and they will be able to assist.

To add a claim in Halo

- ✓ Click <https://aurestructuring.deloitte-halo.com/service/website/BCC?Pg=4> which will direct you to access the '**My Account**' page
- ✓ Click the '**Sign In**' tab and enter your email address and password you registered during the registration process.



Please click [here](#) if you need further guidance or help in registering, signing in or submitting your claims.

Registration Sign In

Sign In

E-mail *

Password *

Sign In [Forgot Password](#)

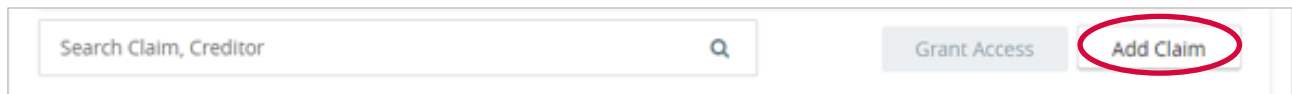
- ✓ Navigate to '**My Claims**' dashboard.



User Profile ✓

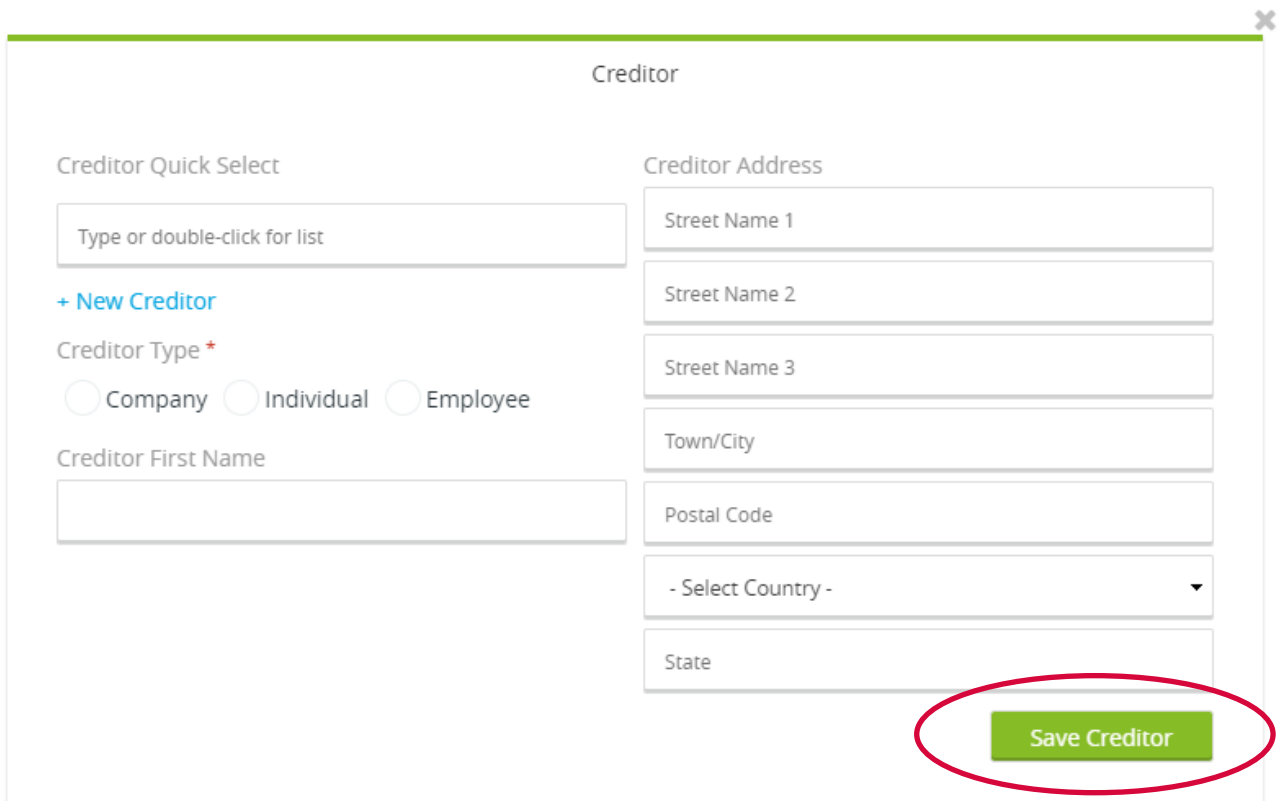
My Claims Dashboard ↑

- ✓ Click 'Add Claim'



Search Claim, Creditor

- ✓ Fill out the form with the relevant creditor information and click 'Save Creditor'.



Creditor

Creditor Quick Select

Type or double-click for list

+ New Creditor

Creditor Type *

☐ Company ☐ Individual ☐ Employee

Creditor First Name

Creditor Address

Street Name 1

Street Name 2

Street Name 3

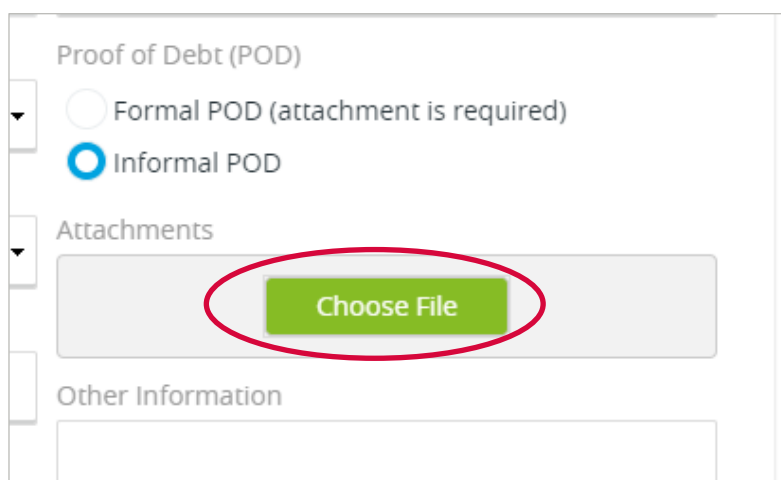
Town/City

Postal Code

- Select Country -

State

- ✓ Fill out the claim information and upload any supporting documents by selecting 'Choose File'.



Proof of Debt (POD)

☐ Formal POD (attachment is required)

☒ Informal POD

Attachments

Other Information

- ✓ Once your claim is completed, select 'Save'.
- ✓ Your claim will now appear on your 'My Claims' dashboard. Each claim is assigned with a unique claim identification number (Claim ID) which is visible on your 'My Claims' dashboard next to the relevant claim.

FAQs on adding a claim

I need to submit multiple claims. How do I enter these claims?

A separate proof of debt (claim) will need to be registered with the Administrators for each claim against a different company. As such, the online '**Add Claim**' submission form will need to be completed for each claim.

Once a creditor's details have been entered, this creditor will be pre-populated in the claim submission form, so the details do not have to be re-entered when entering multiple claims for the same creditor.

For faster entry of multiple claims by the same creditor, you can click '**Save and New**' to skip selecting the creditor and can quickly enter details of each of the separate claims for that creditor.

How do I grant others access to my claims?

In the '**My Claims**' dashboard page, select the claims that you would like to grant access to and select the 'Grant Access' button. Provide the email and details of the user that you would like to grant access to and click 'Save'. If the user you are granting access to has not previously accessed the Halo platform, they will need to register a password via one-time pin to access your claim information.

Please note that granting others access to your claims includes giving the invited user the ability to:

- Access claim information and details
- Communicate with the Administrators in relation to the claim via the 'Communications' tab on each claim
- Receive notices related to the claim and to modify, edit or delete the claim
- Add, modify or delete documents attached to the claim
- Add access for other users to the claim
- Nominate a proxy or vote at the creditors' meeting in relation to the claims

How will I know my claim has been received?

When you have completed the online '**Add Claim**' form in Halo and clicked '**Save**' a '**Claim Saved**' confirmation message will appear. Your submitted claims will then appear when you sign in via <https://aurestructuring.deloitte-halo.com/service/website/BCC?Pg=4>. '**My Claims**' dashboard will list your submitted claims.

I have claims for a number of creditors under my control (e.g. companies in a group). How do I enter these claims?

Details for each creditor will need to be provided in the '**Add Claim**' submission form. Then separate claims will need to be registered for each creditor against the appropriate Group company.

Once a creditor's details have been entered, this creditor will be pre-populated in the claim submission form so the details for that creditor will not have to be re-entered when entering multiple claims for the same creditor.

How do I submit supporting documentation for my claim(s)?

If you have previously registered via the platform and have registered your claim, please sign in to <https://aurestructuring.deloitte-halo.com/service/website/BCC?Pg=4>, select the Claim ID of the claim that you would like to submit documentation for and navigate to the '**Communications**' tab. Attach the relevant files such as statements, invoices or contracts and click '**Submit**' to send these documents to the Administrators.

Once uploaded, a blue document indicator will appear next to this claim in the **'My Claims'** dashboard. The uploaded documents will be accessible on the claim details page for that claim when you select the Claim ID of the claim from the **'My Claims'** dashboard.



Deloitte refers to one or more of Deloitte Touche Tohmatsu Limited (“DTTL”), its global network of member firms, and their related entities (collectively, the “Deloitte organisation”). DTTL (also referred to as “Deloitte Global”) and each of its member firms and related entities are legally separate and independent entities, which cannot obligate or bind each other in respect of third parties. DTTL and each DTTL member firm and related entity is liable only for its own acts and omissions, and not those of each other. DTTL does not provide services to clients. Please see www.deloitte.com/about to learn more.

Deloitte is a leading global provider of audit and assurance, consulting, financial advisory, risk advisory, tax and related services. Our global network of member firms and related entities in more than 150 countries and territories (collectively, the “Deloitte organisation” serves four out of five Fortune Global 500® companies. Learn how Deloitte’s approximately 312,000 people make an impact that matters at www.deloitte.com.

Deloitte Asia Pacific

Deloitte Asia Pacific Limited is a company limited by guarantee and a member firm of DTTL. Members of Deloitte Asia Pacific Limited and their related entities, each of which are separate and independent legal entities, provide services from more than 100 cities across the region, including Auckland, Bangkok, Beijing, Hanoi, Hong Kong, Jakarta, Kuala Lumpur, Manila, Melbourne, Osaka, Seoul, Shanghai, Singapore, Sydney, Taipei and Tokyo.

Deloitte Australia

The Australian partnership of Deloitte Touche Tohmatsu is a member of Deloitte Asia Pacific Limited and the Deloitte organisation. As one of Australia’s leading professional services firms, Deloitte Touche Tohmatsu and its affiliates provide audit, tax, consulting, risk advisory, and financial advisory services through approximately 8000 people across the country. Focused on the creation of value and growth, and known as an employer of choice for innovative human resources programs, we are dedicated to helping our clients and our people excel. For more information, please visit our web site at <https://www2.deloitte.com/au/en.html>.

Liability limited by a scheme approved under Professional Standards Legislation.
Member of Deloitte Asia Pacific Limited and the Deloitte organisation.

FORM 547

CORPORATIONS ACT 2001

Subregulation 5.6.65(1)

NOTICE TO CREDITOR OR PERSON CLAIMING TO BE A CREDITOR
OF INTENTION TO DECLARE A DIVIDEND

A.C.N. 100 229 669 Limited (In Liquidation)
Formerly known as Brindabella Christian Education Limited
Formerly trading as Brindabella Christian College
ABN 21 100 229 669 (the Company)

A first dividend is to be declared on Monday, 20 October 2025 for the Company.

You are required formally to prove your debt or claim on or before Friday, 12 September 2025.

If you do not, I will exclude your claim from participation of this dividend.

DATED this 22nd day of August 2025.



Philip Robinson

Joint and Several Liquidator

Deloitte SRT Pty Ltd
Level 23, Riverside Centre
123 Eagle Street
Brisbane QLD 4000

Contact:

Telephone: 1800 955 948

Email: BrindabellaAdmin@deloitte.com.au

CORPORATIONS ACT 2001

Subregulation 5.6.48(3)

NOTICE INVITING FORMAL PROOF OF DEBT OR CLAIM

A.C.N. 100 229 669 Limited (In Liquidation)
Formerly known as Brindabella Christian Education Limited
Formerly trading as Brindabella Christian College
ABN 21 100 229 669 (the Company)

Take notice that creditors of the Company, whose debts or claims have not already been admitted, are required on or before Friday, 12 September 2025 to prove their debts or claims and to establish any title they may have to priority by uploading their relevant proof of debt documentation via the Deloitte Halo platform, in accordance with Form 535 containing their respective debts or claims. If they do not they will be excluded from:

- (a) the benefit of any distribution made before their debts or claims are proved or their priority is established, and
- (b) objecting to the distribution

DATED this 22nd day of August 2025.



Philip Robinson
Joint and Several Liquidator

Deloitte SRT Pty Ltd
Level 23, Riverside Centre
123 Eagle Street
Brisbane QLD 4000

Contact:
Telephone: 1800 955 948
Email: BrindabellaAdmin@deloitte.com.au