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**Collateral (UK) Limited  
Collateral Sales Limited  
Collateral Security Trustee Limited (together, “the Companies”) - All in Administration**

### **Frequently Asked Questions**

**I have received a pre-completed proof of debt form. Do I need to sign and return it?**

Investors do not need to return the proof of debt forms to the Joint Administrators at this time, unless they wish to participate in the voting process as outlined in Section 16 of the Joint Administrators’ proposals dated 21 June 2018 (“the Proposals”). Whilst the Joint Administrators welcome investors’ participation, investors’ rights (including rights to recover sums owing to them) will not be prejudiced if they do not participate in the voting process.

**What does the amount on the pre-completed proof of debt form reflect?**

The information that has been sent to investors contains details of their total exposure to the Collateral platform, as extracted from the Companies’ records as at 28 February 2018. No verification work in relation to the accuracy of these sums has been undertaken to date. As explained in the Proposals, the Joint Administrators’ efforts to recover the Companies’ electronic data continue.

For the avoidance of doubt, the pre-completed proof of debt forms do not include any interest that may have accrued between 28 February 2018 and 27 April 2018.

Your attention is drawn to Section 16.1 of the Proposals which states “...the claim amounts included in the proof of debt forms are, at this stage, solely for the purpose of voting in relation to the Proposals (i.e. they will not in any way affect your rights to recover any sums owing - whether as a result of trust or unsecured claims against the Companies). It is accepted that the nature and/or extent of these claims may change as the Administrations progress and further information/analysis becomes available”.

**I want to participate in the voting process, what do I have to do?**

Investors and creditors who wish to participate in the voting process have to send their signed proof of debt form to the Joint Administrators, together with either:

1. The completed postal resolution at Appendix 10 in relation to resolution (C), for the formation of a Creditors’ Committee; or
2. The request for a decision form at Appendix 7, in the event that they wish to object to resolutions (A) and (B), which will otherwise be approved by ‘deemed consent’ on 5 July 2018, and request a physical meeting of creditors.

Investors and creditors who do not wish to object to resolutions (A) and (B), and who do not wish to make a nomination in respect of the Creditors’ Committee, are not required to vote.

**Do I have to return any forms (proof of debt, postal resolution) by post, or is it also possible to submit them by e-mail?**

Any forms can be submitted by post to BDO LLP, 55 Baker Street, London, W1U 7EU or by email to [investorcollateral@bdo.co.uk](mailto:investorcollateral@bdo.co.uk).

**I have not yet received a proof of debt form, what do I need to do?**

If you are an investor and you have not yet received a pre-completed proof of debt form, please email [investorcollateral@bdo.co.uk](mailto:investorcollateral@bdo.co.uk) providing details of your investment.

**The amount in my proof of debt form is incorrect, what should I do?**

As stated in the Proposals, at this stage, no action needs to be taken. However, investors are welcome to return an amended proof of debt form, attaching evidence in support of their amended claim, if they have such information to hand.

**Who can participate in the Creditors' Committee?**

Any investor or creditor of the Companies is entitled to participate in the Creditors' Committee. An individual who is neither an investor nor a creditor can participate, provided that they are nominated by an investor or creditor to act as their representative.

**I wish to participate or nominate someone to participate in the Creditors' Committee. Do I need to return any forms?**

Yes. Please complete the resolution at Appendix 10 of the Proposals and return it together with a signed proof of debt. As explained above, forms can be sent by post or by email.

**What happens if more than 5 nominations are received for the Creditors' Committee?**

A Creditors' Committee can have a minimum of 3 and a maximum of 5 members. If more than 5 members express an interest in acting as Committee members, a process will be undertaken to determine which nominated individuals are to be elected as one of the 5 members.

**Is it possible to nominate an individual who is neither an investor or creditor to serve on the committee?**

Yes, it is possible. However, as noted above, the individual would need to be nominated by an investor or creditor using the form at Appendix 10 of the Proposals.