#### **Corporations Act 2001**

## **REMUNERATION REQUEST APPROVAL REPORT**

## RODNEY CLARK RETAIL PTY LTD (ADMINISTRATOR APPOINTED) ACN 138 806 256

#### **PART 1: DECLARATION**

I, Mr Andrew Schwarz of A.S. Advisory Pty Ltd have undertaken a proper assessment of this remuneration claim for my appointment as Administrator of the Company in accordance with the law and applicable professional standards. I are satisfied that the remuneration claimed is in respect of necessary work, properly performed in the conduct of the Administration.

#### **PART 2: EXECUTIVE SUMMARY**

To date, no remuneration has been approved in the Administration. This remuneration request approval report details approvals sought for the following amounts with respect to the Company:

	<b>Remuneration Request</b>		
Period	Approval Report Part	\$ (excl GST)	
Voluntary Administration			
Fee Resolution Number 1: 27 June 2016 to 31 August 2016	3.1	13,071.50	
Fee Resolution Number 2: 31 August 2016 to conclusion of Administration*	3.2	5,000.00	
Total Voluntary Administration		18.071.50	
Liquidation (if applicable)			
Fee Resolution Number 3 Interim remuneration of Liquidator from commencement*	3.3	10,000.00	
Deed of Company Arrangement (if applicable)			
Fee Resolution Number 4 Remuneration of Deed Administrator from commencement to completion of the DOCA*	3.4	10,000.00	

\*Approval for future remuneration sought is based on an estimate of the work necessary to the completion of the administration/liquidation. Should additional work be necessary beyond what is contemplated, further approval may be sought from creditors or the committee of inspection.

Please refer to my Scale of Rates and Relevant Experience for each level of staff at Annexure I and the Remuneration Request Approval Report section references detailed above for full details of the calculation and composition of the remuneration approval sought.

## PART 3: DESCRIPTION OF WORK COMPLETED / TO BE COMPLETED

# 3.1 Fee Resolutions 1: Voluntary Administration of from 27 June 2016 to 31 August 2016

Company	Rodney Clark Retail Pty Ltd	Period From	27 June 2016	То	31 August 2016		
Practitioner	Andrew Schwarz	Firm	A.S. Advisory Pty Ltd				
Administration Type	Voluntary Administration						

Task Area \$(Excl GST)	General Description	Includes
(LACION)	Sale of Business	Review sale process
		Discussions with Purchaser
		Licence agreement
		Business Valuation
	Plant and equipment	Liaising with valuers, auctioneers
Assets		Review and maintain/update insurance cover
Assets		Observing, securing and maintaining assets
\$160.50.00 / 0.5 hrs	Assets subject to specific	Liaising with and assisting security holders to realise charged assets
	charges	Analysis of security positions
	Stock	Liaising with purchasers
	Leasing	Reviewing leasing documents
	Creditor en avision	Liaising with lessors as appropriate
	Creditor enquiries	Receive and follow up creditor enquiries
		Review and prepare correspondence to creditors and their representatives via facsimile, email and post
Creditors	Secured creditor	Preparation of notifications to creditors with interests registered on
creators	Secured creation	the PPSR
\$9,827.00 / 38.8 hrs		Responding to secured creditor queries and seeking security positions
		Meetings with secured creditors
	Creditor reports / Committee	Preparing section 439A report, investigation, meeting and general
	Report	reports to creditors
		Report to Committee of Inspection
	Dealing with proofs of debt	Receipting and filing PODs when not related to a dividend
	Meeting of creditors /	Preparation of meeting notices, proxies and advertisements
	Committee	Forward notice of meeting to all known creditors
		Preparation of meeting file, including agenda, certificate of postage,
		attendance register, list of creditors, reports to creditors,
		advertisement of meeting and draft minutes of meeting
		Preparation and lodgement of minutes of meetings with ASIC
		Responding to stakeholder queries and questions immediately
		following meeting
	Employees enquiries	Extension of convening period application Receive and follow up employee enquiries
	Employees enquiries	Review and prepare correspondence to creditors and their
		representatives
		Preparation of letters to employees advising of their entitlements and
		options available
	Calculation of entitlements	Calculating employee entitlements
		Reviewing employee files and company books and records
		Reconciling superannuation accounts
		Reviewing awards and employment contracts
	Workers compensation	Review insurance policies
	claims	Correspondence with insurer regarding initial and ongoing workers
		compensation insurance requirements Correspondence with previous brokers
	Trade on management	Liaising with suppliers
Trade on /	made on management	Liaising with suppliers Liaising with management and staff daily
Employees		Attendance on site
		Monitoring of Purchaser's trading
\$436.50 / 1.2hrs		Preparing and authorising receipt vouchers
		Preparing and authorising payment vouchers
	Employees	Meetings with staff regarding operations
		Payment of weekly wages, annual leave and sick leave
	Processing receipts and	Entering receipt and payments into accounting system
	payments	
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report Condu Investigations	eting and financial ting ucting investigation	Reviewing company budgets and financial statements Preparing budgets Preparing daily financial reports Preparing weekly cash forecasts Meetings to discuss trading position Reviewing company's books and records Review and preparation of company nature and history Conducting and summarising statutory searches Preparation of financial analysis Review of specific transactions and liaising with management							
report Condu Investigations	ting	Preparing budgets Preparing daily financial reports Preparing weekly cash forecasts Meetings to discuss trading position Reviewing company's books and records Review and preparation of company nature and history Conducting and summarising statutory searches Preparation of financial analysis							
Investigations	ucting investigation	Preparing weekly cash forecasts Meetings to discuss trading position Reviewing company's books and records Review and preparation of company nature and history Conducting and summarising statutory searches Preparation of financial analysis							
Investigations	ucting investigation	Meetings to discuss trading position Reviewing company's books and records Review and preparation of company nature and history Conducting and summarising statutory searches Preparation of financial analysis							
Investigations	ucting investigation	Reviewing company's books and records Review and preparation of company nature and history Conducting and summarising statutory searches Preparation of financial analysis							
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Investigations	ucting investigation	Review and preparation of company nature and history Conducting and summarising statutory searches Preparation of financial analysis							
		Conducting and summarising statutory searches Preparation of financial analysis							
		Preparation of financial analysis							
		Review of specific transactions and liaising with management							
		never or specific transactions and haising with management							
\$625.00 / 2.5hrs		regarding certain transactions							
\$025.00 / 2.5m3		Regular meetings with staff and management							
		Discussions with the director and advisers							
		Meeting and discussions with the Company accountant							
		Preparation of investigation file							
Legal	advice / recoveries	Preparing briefs to solicitors							
		Liaising with solicitors regarding recovery actions							
		Attending to negotiations							
	ment maintenance/file	Regular administration review							
review	v/checklist	Filing of documents							
		File reviews							
· · · · · · · · · · · · · · · · · · ·		Updating checklists							
Insura	ince	Identification of potential issues requiring attention of insurance							
		specialists							
		Correspondence with insurer regarding initial and ongoing insurance							
		requirements Reviewing insurance policies							
		Correspondence with previous brokers							
Bank	account administration	Preparing correspondence opening and closing accounts							
		Requesting bank statements							
Administration		Bank account reconciliations							
		Correspondence with bank regarding specific transfers							
\$2,022.50 / 6.6hrs	Form 524 and other	Preparing and lodging ASIC forms including 505, 524, etc							
forms		Correspondence with ASIC regarding statutory forms							
	and other statutory	Notification of appointment							
report	•	Preparing BAS							
	•····0								
Plann	ing / Review	Discussions and planning regarding status of administration							

# Rodney Clark Retail Pty Ltd (Adminsitrator Appointed) Administrator's Remuneration 27 June 2016 to 31 August 2016

Person	Position	\$/Hour	<b>Total Hours</b>	Total	Asset	S	Credito	ors	Trade-o	on	Investiga	tion	Administra	ation
		(Excl GST)		\$	\$	Hrs	\$	Hrs	\$	Hrs	\$	Hrs	\$	Hrs
Andrew Schwarz	Partner	420	8.1	3,402.00	84.00	0.2	1,764.00	4.2	294.00	0.7	-		1,260.00	3.0
Andrew Schwarz	Manager	285	7.1	2,023.50	28.50	0.1	1,425.00	5.0	142.50	0.5	285.00	1.0	142.50	0.5
Andrew Schwarz	Supervisor	240	10.0	2,400.00	48.00	0.2	2,112.00	8.8	-		240.00	1.0	-	
Andrew Schwarz	Accountant	200	0.9	180.00	-		120.00	0.6	-		-		60.00	0.3
Andrew Schwarz	Graduate	160	0.7	112.00	-		112.00	0.7	-		-		-	
Andrew Schwarz	Secretary	140	2.0	280.00	-		280.00	2.0	-		-		-	
Bob Pfaff	Accountant	200	0.5	100.00	-		-		-		100.00	0.5	-	
Rob Cleary	Accountant	200	1.5	300.00	-		300.00	1.5	-		-	-	-	
Rob Cleary	Graduate	160	2.0	320.00	-		320.00	2.0	-		-	-	-	
Tom Lesnikowski	Manager	285	1.2	342.00	-		342.00	1.2	-		-		-	
Tom Lesnikowski	Supervisor	240	12.3	2,952.00	-		2,952.00	12.3	-		-		-	
James MacCreadie	Accountant	200	0.5	100.00	-		100.00	0.5	-		-		-	
Belinda Donnelly	Bookkeeper	200	2.8	560.00	-		-		-		-		560.00	2.8
Total			49.6	13,071.50	160.50	0.5	9,827.00	38.8	436.50	1.2	625.00	2.5	2,022.50	6.6
GST				1,307.15										
Total (Incl GST)				14,378.65										
Average Rate (Excl GST)				263.54	321.00		253.27		363.75		250.00		306.44	

# **3.2** Fee Resolutions 2: Voluntary Administration – Estimated Remuneration from 1 September 2016 to conclusion of the Administration.

Company	Rodney Clark Retail Pty Ltd	Period From	1 September 2016	То	Conclusion of VA		
Practitioner	Andrew Schwarz	Firm	A.S. Advisory Pty Ltd				
Administration Type	Voluntary Administration						

Task Area	General Description	Includes
\$ (Excl GST)		
	Sale of Business	Negotiation and settlement of Sale process
Assets		Licencing of business to purchaser till settlement
		Arranging the transfer of licences and permits
\$1,350.00/ 5hrs	Debtors	Liaising with debt collectors
	Stock	Finalisation of sale process
	Creditor enquiries	Receive and follow up creditor enquiries
		Review and prepare correspondence to creditors and their
		representatives
		Correspondence with committee of creditors members
	Dealing with proofs of debt	Receipting and filing PODs when not related to a dividend
Creditors		Corresponding with OSR and ATO regarding PODs when not related to
		a dividend
\$1,549.50 / 6.4hrs	Meeting of creditors	Preparation of meeting notices, proxies and advertisements
		Forward notice of meeting to all known creditors
		Preparation of meeting file, including agenda, certificate of postage,
		attendance register, list of creditors, reports to creditors,
		advertisement of meeting and draft minutes of meeting
		Preparation of minutes of meetings Responding to stakeholder queries and questions immediately
		following meeting
	Employees enquiry	Receive and follow up employee enquiries
		Review and prepare correspondence to employees and their
		representatives
		Preparation of letters to employees advising of their entitlements and
		options available
	Trade on management	Liaising with suppliers to finalise accounts
	-	Liaising with management and staff
Trade On /		Preparing and authorising receipt vouchers
Employees		Preparing and authorising payment vouchers
	Processing receipts and	Entering receipt and payments into accounting system
\$1,197.50 / 4.5hrs	payments	
	Budgeting and financial	Reviewing company's budgets and financial statements
	reporting	Preparing budgets
		Meetings to discuss trading position
	Legal advice	Liaising with solicitors regarding settlement matters
Administration	Document maintenance/file	Filing of documents
Administration	review/checklist	Updating checklists
\$903.00 / 3.8hrs	Bank account administration	Bank account reconciliations
9303100 y 3101113		Correspondence with bank regarding specific transfers
	ATO and other statutory	Preparing BAS
	reporting	Preparing Insolvency Notices notice

## Fee Resolution 2: Calculation of Remuneration

## Rodney Clark Retail Pty Ltd (Adminsitrator Appointed) Administrator's Remuneration 1 September 2016 to end of Volunatary Administration

Position	\$/Hour	Total Hours	Total	Asset	5	Credito	rs	Trade-on		Investigation		Administra	ation
	(Excl GST)		\$	\$	Hrs	\$	Hrs	\$	Hrs	\$	Hrs	\$	Hrs
Partner	420	1.9	798.00	210.00	0.5	210.00	0.5	210.00	0.5	-	0.0	168.00	0.4
Director	360	0.0	-	-	0.0	-	0.0	-	0.0	-	0.0	-	0.0
Senior Manager	315	1.0	315.00	315.00	1.0	-	0.0	-	0.0	-	0.0	-	0.0
Manager	285	5.0	1,425.00	285.00	1.0	427.50	1.5	427.50	1.5	-	0.0	285.00	1.0
Supervisor	240	4.1	984.00	240.00	1.0	384.00	1.6	360.00	1.5	-	0.0	-	0.0
Accountant	200	5.4	1,080.00	300.00	1.5	400.00	2.0	200.00	1.0	-	0.0	180.00	0.9
Graduate	160	0.8	128.00	-	0.0	128.00	0.8	-	0.0	-	0.0	-	0.0
Bookkeeper	200	1.0	200.00	-	0.0	-	0.0	-	0.0	-	0.0	200.00	1.0
Secretary	140	0.5	70.00	-	0.0	-	0.0	-	0.0	-	0.0	70.00	0.5
Total		19.7	5,000.00	1,350.00	5.0	1,549.50	6.4	1,197.50	4.5	-	0.0	903.00	3.8
GST			500.00										
Total (Incl GST)			5,500.00										
Average Rate (Excl GST)			253.81	270.00		242.11		266.11		-		237.63	

# 3.3 Fee Resolution 3: Liquidation – Estimated Interim Remuneration - Liquidation

Company	Rodney Clark Retail Pty Ltd	Period From	Commencement	То	Interim capped amount		
Practitioner	Andrew Schwarz	Firm	A.S. Advisory Pty Ltd				
Administration Type	Liquidation						

Task Area	General Description	Includes							
\$ (Excl GST)									
	Sale of Business	Finalise sale negotiations							
		Settlement issues							
		Transfer of business							
Assets	Plant and equipment	Negotiation and settlement of Sale process							
61 975 00 / C Flue	Steel	Licencing of business to purchaser till settlement							
\$1,875.00 / 6.5hrs	Stock	Finalisation of sale process							
	Creditor enquiries	Receive and follow up creditor enquiries							
		Review and prepare correspondence to creditors and their							
		representatives							
		Correspondence with committee of creditors members							
	Dealing with proofs of debt	Receipting and filing PODs when not related to a dividend							
		Corresponding with OSR and ATO regarding PODs when not related to							
		a dividend							
	Processing Proof of debt	Preparation of correspondence to potential creditors inviting							
		lodgement of POD							
		Receipt of POD							
		Maintain POD register							
		Adjudicate POD Request further information from claimants regarding POD							
		Preparation of correspondence to claimant advising outcome of							
		adjudication							
Creditors	Dividend Procedures	Preparation of correspondence to creditors advising of intention to							
62.000.00 / 12.0hm	Dividenta i roccuti es	declare dividend							
\$3,099.00 / 12.8hrs		Advertising of intention to declare dividend							
		Obtain ATO clearance to allow distribution of company assets							
		Preparation of dividend calculation							
		Correspondence announcing declaration of dividend							
		Advertise announcement of dividend							
		Preparation of distribution							
		Preparation of dividend file							
		Preparation of payment vouchers							
	Meeting of creditors /	Preparation to creditors enclosing payment of dividend							
	Committee	Preparation of meeting notices, proxies and advertisements Forward notice of meeting to all known creditors							
	committee	Preparation of meeting file, including agenda, certificate of postage,							
		attendance register, list of creditors, reports to creditors,							
		advertisement of meeting and draft minutes of meeting							
		Preparation of minutes of meetings							
		Responding to stakeholder queries and questions immediately							
		following meeting							
	Employees enquiry	Receive and follow up employee enquiries							
		Review and prepare correspondence to employees and their							
		representatives							
		Preparation of letters to employees advising of their entitlements and options available							
	Trade on management	Liaising with suppliers to finalise accounts							
Trada On /		Liaising with management and staff Preparing and authorising receipt vouchers							
Trade On / Employees		Preparing and authorising payment vouchers							
\$1,407.50 / 5hrs	Processing receipts and	Entering receipt and payments into accounting system							
	payments								
	Budgeting and financial	Reviewing company's budgets and financial statements							
	reporting	Preparing budgets							
		Meetings to discuss trading position							
Investigations	Conducting investigation	Reviewing company's books and records							

Task Area \$ (Excl GST)	General Description	Includes
\$2,022.50 / 8.0hrs		Review of specific transactions and liaising with directors regarding certain transactions Liaising with directors regarding certain transactions
	Legal advice / Recoveries	Liaising with solicitors regarding recovery actions Attending to negotiations Attending to settlement matters
Administration	Document maintenance/file review/checklist	Filing of documents Updating checklists
\$1,596.00 / 7.1hrs	Bank account administration	Bank account reconciliations Correspondence with bank regarding specific transfers
	ATO and other statutory reporting	Preparing BAS Preparing Insolvency Notices notice

## Fee Resolution 3: Calculation of Remuneration

## Rodney Clark Retail Pty Ltd (Adminsitrator Appointed) Liquidator's Remuneration Interim Approval

Position	\$/Hour	Total Hours	Total	Asset	5	Credito	rs	Trade-c	on	Investigation		Administra	ation
	(Excl GST)		\$	\$	Hrs	\$	Hrs	\$	Hrs	\$	Hrs	\$	Hrs
Partner	420	3.8	1,596.00	420.00	1.0	420.00	1.0	420.00	1.0	210.00	0.5	126.00	0.3
Director	360	0.0	-	I	0.0	-	0.0	I	0.0	-	0.0	-	0.0
Senior Manager	315	2.0	630.00	630.00	2.0	-	0.0	I	0.0	-	0.0	-	0.0
Manager	285	10.0	2,850.00	285.00	1.0	855.00	3.0	427.50	1.5	712.50	2.5	570.00	2.0
Supervisor	240	8.2	1,968.00	240.00	1.0	768.00	3.2	360.00	1.5	600.00	2.5	-	0.0
Accountant	200	10.8	2,160.00	300.00	1.5	800.00	4.0	200.00	1.0	500.00	2.5	360.00	1.8
Graduate	160	1.6	256.00	-	0.0	256.00	1.6	-	0.0	-	0.0	-	0.0
Bookkeeper	200	2.0	400.00	-	0.0	-	0.0	-	0.0	-	0.0	400.00	2.0
Secretary	140	1.0	140.00	-	0.0	-	0.0	-	0.0	-	0.0	140.00	1.0
Total		39.4	10,000.00	1,875.00	6.5	3,099.00	12.8	1,407.50	5.0	2,022.50	8.0	1,596.00	7.1
GST			1,000.00										
Total (Incl GST)			11,000.00										
Average Rate (Excl GST)			253.81	288.46		242.11		281.50		252.81		224.79	

## 3.4 Fee Resolution 4: DOCA – Estimated Remuneration from commencement to the conclusion of the DOCA

Company	Rodney Clark Retail Pty Ltd	Period From	Commencement	То	Conclusion of DOCA
Practitioner	Andrew Schwarz	Firm	A.S. Advisory Pty Ltd		
Administration Type	DOCA				

Task Area	General Description	Includes			
\$ (Excl GST)					
	Sale of Business	Finalise sale negotiations			
		Settlement issues			
		Transfer of business			
Assets	Stock	Finalisation of sale process			
\$1,875.00 / 6.5hrs					
\$1,075.00 / 0.5HIS					
	Creditor enquiries	Receive and follow up creditor enquiries			
		Review and prepare correspondence to creditors and their			
		representatives			
	Processing Proof of debt	Preparation of correspondence to potential creditors inviting			
		lodgement of POD			
		Receipt of POD			
		Maintain POD register			
		Adjudicate POD			
		Request further information from claimants regarding POD			
		Preparation of correspondence to claimant advising outcome of			
		adjudication			
Creditors	Dividend Procedures	Preparation of correspondence to creditors advising of intention to			
		declare dividend			
\$4,911.50 / 20.3hrs		Advertising of intention to declare dividend			
		Obtain ATO clearance to allow distribution of company assets			
		Preparation of dividend calculation			
		Correspondence announcing declaration of dividend			
		Advertise announcement of dividend			
		Preparation of distribution			
		Preparation of dividend file			
		Preparation of payment vouchers			
		Preparation to creditors enclosing payment of dividend			
	Employees enquiry	Receive and follow up employee enquiries			
		Review and prepare correspondence to employees and their			
		representatives			
		Preparation of letters to employees advising of their entitlements and			
		options available			
	Trade on management	Liaising with suppliers to finalise accounts			
Trade On		Liaising with management and staff			
		Preparing and authorising receipt vouchers			
\$1,407.50 / 5hrs		Preparing and authorising payment vouchers			
	Processing receipts and	Entering receipt and payments into accounting system			
	payments				
	Document maintenance/file	Filing of documents			
Administration	review/checklist	Updating checklists			
\$1 906 00 / 7 Chro	Bank account administration	Bank account reconciliations			
\$1,806.00 / 7.6hrs		Correspondence with bank regarding specific transfers			
	ATO and other statutory	Preparing BAS			
	reporting	Preparing Insolvency Notices notice			
	1.5.0				

# Rodney Clark Retail Pty Ltd (Adminsitrator Appointed) Deed Administrator's Remuneration DOCA Period

Position	\$/Hour	Total Hours	Total	Asset	S	Credito	rs	Trade-o	on	Investigatio	on	Administra	ation
	(Excl GST)		\$	\$	Hrs	\$	Hrs	\$	Hrs	\$	Hrs	\$	Hrs
Partner	420	3.8	1,596.00	420.00	1.0	420.00	1.0	420.00	1.0	-	0.0	336.00	0.8
Director	360	0.0	-	-	0.0	-	0.0	-	0.0	-	0.0	-	0.0
Senior Manager	315	2.0	630.00	630.00	2.0	-	0.0	-	0.0	-	0.0	-	0.0
Manager	285	10.0	2,850.00	285.00	1.0	1,567.50	5.5	427.50	1.5	-	0.0	570.00	2.0
Supervisor	240	8.2	1,968.00	240.00	1.0	1,368.00	5.7	360.00	1.5	-	0.0	-	0.0
Accountant	200	10.8	2,160.00	300.00	1.5	1,300.00	6.5	200.00	1.0	-	0.0	360.00	1.8
Graduate	160	1.6	256.00	-	0.0	256.00	1.6	-	0.0	-	0.0	-	0.0
Bookkeeper	200	2.0	400.00	-	0.0	-	0.0	-	0.0	-	0.0	400.00	2.0
Secretary	140	1.0	140.00	-	0.0	-	0.0	-	0.0	-	0.0	140.00	1.0
Total		39.4	10,000.00	1,875.00	6.5	4,911.50	20.3	1,407.50	5.0	-	0.0	1,806.00	7.6
GST			1,000.00										
Total (Incl GST)			11,000.00										
Average Rate (Excl GST)			253.81	288.46		241.95		281.50		-		237.63	

### PART 4: STATEMENT OF REMUNERATION CLAIM

The following resolutions are proposed:

Fee resolution number	Resolution
1	"That the remuneration of the Administrator of Rodney Clark Retail Pty Ltd (Administrator Appointed) for the period from 27 June 2016 to 31 August 2016, calculated on the basis of time spent by the Administrator, his directors, staff and contractors at the scale of fees disclosed in the report to creditors dated 8 September 2016 for work of this nature be approved and drawn on account in the amount of \$13,071.50 plus GST and disbursements."
2	"That the remuneration of the Administrator of Rodney Clark Retail Pty Ltd (Administrator Appointed) for the period from 1 September 2016 to the end of the administration, calculated on the basis of time spent by the Administrator, his directors, staff and contractors at the scale of fees disclosed in the report to creditors dated 8 September 2016 for work of this nature be approved and drawn on account in the fixed amount of \$5,000 plus GST and disbursements."
3	"That the remuneration of the Liquidator of Rodney Clark Retail Pty Ltd as set out in the remuneration report dated 8 September 2016, for an interim period from the commencement of the Liquidation be capped at the amount of \$10,000 plus GST and disbursements but subject to upward revision by Creditors or the Committee of Inspection, and that the Liquidators be authorised to make periodic payments on account of such accruing remuneration as incurred."
4	"That the remuneration of the Deed Administrator of Rodney Clark Retail Pty Ltd as set out in the remuneration report dated 8 September 2016, for the period from the commencement of the DOCA to the Completion of the DOCA be fixed in the amount of \$10,000 plus GST and disbursements but subject to upward revision by Creditors and that the Deed Administrator be authorised to make periodic payments on account of such accruing remuneration as incurred."

I confirm that no remuneration has been previously determined during the Administrations of the Companies.

With respect to Fee Resolution 2, 3 and 4 representing future remuneration requests which are capped to the amounts disclosed above. Capped remuneration only allows a Practitioner to draw upon that remuneration after it has been necessarily and properly incurred during the conduct of the External Administrations. Where remuneration incurred exceeds the capped amount, a Practitioner must seek further approval before drawing any further remuneration.

## PART 5: REMUNERATION RECOVERABLE FROM EXTERNAL SOURCES

I confirm that I have not received any remuneration from external sources. Should the company be wound up I may receive remuneration from the Department of Employment for undertaking work in relation to the *Fair Entitlements Guarantee Act 2012*.

## **PART 6: DISBURSEMENTS**

Disbursements are divided into three types:

- Externally provided professional services these are recovered at cost. An example of an externally provided professional service disbursement is legal fees.
- Externally provided non-professional costs such as travel, accommodation and search fees these are recovered at cost.
- Internal disbursements such as photocopying, printing and postage. These disbursements, 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. The recovery

of these costs must be on a reasonable commercial basis.

I are not required to seek creditor approval for disbursements, but must account to creditors.

Where amounts have been paid to my firm for externally provided services and costs, those payments are in reimbursement of costs previously paid by my firm, either due to a lack of funds in the Administration at the time the payment was due, or the direct invoicing of my firm by the supplier. Disbursements incurred to date appear in the receipts and payments listing enclosed to this report. Future disbursements will be charged to the administration on the basis of the table below:

Disbursements	Basis
Externally provided professional services	At cost
Accommodation & Meals	At cost
Advertising	At cost
ASIC Notices	At cost
Courier	At cost
Hard drives	At cost
Photocopying & Printing (Mono)	\$0.30 per page
Photocopying & Printing (Colour)	\$0.65 per page
Outsourced Printing & Copying	At cost
Postage and facsimiles	At cost
Searches	At cost
Storage	At cost
Travel	At cost
Telephone Calls	At cost

No disbursements have been paid in Rodney Clark Retail. Prior to drawing any disbursements I will undertake a proper assessment of disbursement claimed for the Company, in accordance with the law and applicable professional standards.

## Legal Fees

I have engaged King & Wood Mallesons as my legal advisors to provide advice to the Administrator on a range of matters including, sale of business, PPSR security registrations, licence agreement with Brands for Us Pty Ltd.

In my opinion King & Wood Mallesons have fulfilled their duties by providing professional and substantiated advice to us at commercial rates. I consider the advice provided has been of benefit to the administration and creditors.

To date King & Wood Mallesons have invoiced \$128,057 across the all Companies. These costs have not been split across the Companies at the time of writing.

#### PART 7: SUMMARY OF RECEIPTS AND PAYMENTS

A summary of receipts and payments for the Company from 27 June 2016 to 31 August 2016 is included as Annexure F.

#### **PART 8: QUERIES**

Please be advised that creditors who wish to obtain further information or details may obtain further information on request. Please contact Andrew Schwarz on 0408 317 984.

#### **PART 9: INFORMATION SHEET**

An information sheet (Info 85: Approving fees – a guide for creditors) provides creditors with general information concerning the approval of remuneration in external Administrations. It may be accessed from ASIC's website at

www.asic.gov.au/insolvencyinfosheets or alternatively a creditor information sheet on approving remuneration in external administrations is available from the ARITA website at www.arita.com.au.

Please contact my office if you are having difficulties accessing either of the above links and you require a copy of the information sheets.

DATED this 8 day of September 2016 Rodney Clark Retail Pty Ltd (Administrator Appointed)

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Andrew Schwarz Administrator