



Grant Thornton

An instinct for growth™

CIRCULAR TO SUPPLIERS

13 August 2013

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Dear Sir/Madam

**H & S VISION CHILDCARE PTY LTD (ADMINISTRATORS APPOINTED)
A.C.N. 117 350 928
PELICANS IN THE PARK PTY LTD (ADMINISTRATORS APPOINTED)
ACN 068 884 560 ("the Companies")**

**PELICANS IN THE CITY
PELICANS IN THE PARK
PELICANS ATHERTON
PELICANS INNISFAIL**

Please be advised that on 12 August 2013, Michael Gerard McCann, and I, Shaun Christopher McKinnon, were appointed Joint and Several Administrators of the Company pursuant to Section 436C(1) of the Corporations Act 2001 (Cwlth) ("the Act").

Voluntary Administration

The objective of a Voluntary Administration is to enable the Company's affairs to be administered in such a way that the best possible return is obtained for the Company's creditors.

The major effect upon creditors of the appointment of an Administrator is the automatic creation of a moratorium that restricts the right of all creditors in taking action against the Company to recover their debt until the conclusion of the administration. The moratorium came into effect as of 12 August 2013.

The child care facilities of the business will continue to be traded by the Administrators while we assess the businesses' current position. Accordingly, it is our intention to continue business as usual in regards to the on-going trading of the business and that the business will continue to be operated under the guidance of the existing staff as it has prior to our appointment.

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Our Ref: Childcare Suppliers Letter.Docx

Trading Accounts

As a result of the Administrators' appointment, I advise that all trading accounts currently held with the Company are to be closed.

If the Administrators, or their duly authorised representatives, approve the supply of goods or the provision of services to the Company during the voluntary administration period, the Administrators are personally liable for the payment of those goods and services.

The Administrators require all supplies to be duly authorised at the time of ordering by the following authorised representatives :

All purchases less than \$500 (and no more than a total of \$500 per supplier per week):

- Designated authorised staff of the Pelican Group (no signature required); or
- Authorised representatives of the Voluntary Administrators staff.

All purchases greater than \$500 (or in excess of \$500 per supplier per week):

- Authorised representatives of the Voluntary Administrators staff only.

Details of authorised staff and representatives are attached.

Suppliers must observe the following accounting procedures in respect of future trading with the Administrators:-

- 1 Close your accounts with the Company in respect of goods supplied and services rendered up to and including the date of the appointment. Any amounts, which remain outstanding for this period, will rank as an unsecured debt of the Company.
- 2 Open a new account :
 - "H & S Vision Childcare Pty Ltd (Administrators Appointed)" for all goods supplied and services rendered at the Administrators' written request to :
 - Pelicans in the City;
 - Pelicans Atherton; and
 - Pelicans Innisfail.
 - "Pelicans in the Park Pty Ltd (Administrators Appointed)" for all goods supplied and services rendered at the Administrators' written request to :
 - Pelicans in the Park.
- 3 New supplier accounts will be paid on terms thirty days from end of month or such other terms as agreed. Orders for such supplies must be made on the official order form and signed by any of the authorised signatories as listed on the attached schedule. If any orders placed with you by the Company prior to the appointment have not yet been completed, they should not be completed unless you receive written confirmation by the authorised parties that the goods or services are still required.

Thank you for your ongoing support.

Should you have any queries in relation to the above, please do not hesitate to contact our dedicated hotline number on (07) 3222 0388.



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Yours faithfully

A handwritten signature in black ink, appearing to read 'S. McKinnon', with a long horizontal stroke extending to the right.

Shaun McKinnon
Administrator

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*Designated authorised staff of the Pelican Group – Orders less than \$500.00
(no signature required)*

- Tammie Jennings
- Kim McIntosh
- Lesley Dale
- Fiona Dale
- Emma Bunch
- Selina McCaig
- Shiralee Nicholls
- Pam McLaughlin

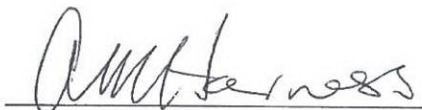
Authorised Representatives of the Voluntary Administrators



Michael McCann



Shaun McKinnon



Alison Harness



Shane Smith



Lyle Fernandes