



McGrathNicol

22 November 2018

**McGrathNicol
Partnership**

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**RCR Tomlinson Ltd (Administrators Appointed) ACN 008 898 486
and subsidiaries as listed in Annexure A
(collectively, the RCR Group or the Companies)**

Circular to Suppliers

Jason Preston, Jamie Harris, Matthew Caddy and Rob Brauer were appointed joint and several Voluntary Administrators (**Administrators**) of RCR Tomlinson Ltd, and each of its wholly owned subsidiaries as listed at Annexure A, on 21 November 2018.

The directors of the RCR Group resolved to appoint the Administrators upon a determination that the Companies were insolvent, or likely to become insolvent.

Immediate objectives

The Administrators have assumed control of the RCR Group's affairs and have entered into possession of its assets.

The Administrators are presently undertaking an urgent financial and operational assessment on a business-by-business basis. The Administrators' objective is to work closely with employees, suppliers and customers to quickly stabilise operations and to determine the appropriate strategy for each business unit.

The Administrators are in discussions with the RCR Group's financiers in relation to the provision of a short term funding facility. This facility will provide working capital so that the Administrators can continue to trade the businesses and preserve their value, while exploring potential going concern transactions.

Until the Administrators have received this funding, the Administrators are unable to approve any purchases by the RCR Group. Accordingly, suppliers and contractors are asked to not make any further supply or provision of services to the RCR Group without receipt of a purchase order signed by one of the Administrators, or their authorised signatories (**Administrators' Purchase Order**). Samples of authorised signatories are attached at Annexure B.

All supplies made against an Administrators' Purchase Order issued from 22 November 2018 and beyond will be paid in normal terms.

Procedure for ongoing supply

Please adopt the following procedures with regard to the RCR Group's accounts:

- close your present account as at the date of the Administrators' appointment, being 21 November 2018; and
- open a new account in the name of the respective entities with the RCR Group with whom you deal, with "Administrators Appointed" noted on the account name. For example, if you previously had an account with "RCR Tomlinson Ltd", a new account should be opened in the name of "RCR Tomlinson Ltd (Administrators Appointed)".

Payments made by the Administrators must be applied against debts incurred by the Administrators (i.e. against supplies made on or after 22 November 2018) and cannot be applied against any pre-administration debt owed to you by the RCR Group.

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In association
with



Liability limited by a scheme approved
under Professional Standards Legislation

**ADVISORY
RESTRUCTURING**



Additionally, if you are presently a customer of the RCR Group as well as a creditor, any goods or services supplied to you by the RCR Group following the Administrators' appointment must be paid for in full in accordance with the RCR Group's normal trading terms. Any goods or services provided by the RCR Group are provided in accordance with the above condition.

Please note:

- Any further credit properly incurred for goods and services supplied on the new account will be a liability of the Administrators. This will only be for goods and services ordered via a valid Administrators' Purchase Order.
- Under the Pay As You Go ("PAYG") regime, we will be obliged to withhold 46.5% from payments to suppliers who do not quote a current Australian Business Number (**ABN**). Please ensure that a current ABN is quoted for each supply made by you.
- Input tax credits for payments made to registered suppliers cannot be claimed until such time as a compliant tax invoice has been received. Accordingly, the Administrators expect suppliers to provide a GST compliant tax invoice prior to payment of supplies you made to the RCR Group.

Other matters and contact details

Details of the first creditors meeting will be provided to creditors under separate cover.

A copy of the "Insolvency information for directors, employees, creditors and shareholders" information sheet issued by the Australian Securities and Investments Commission (**ASIC**) is also enclosed for your information.

Any queries should be directed to your usual contact within the RCR Group in the first instance.

Additionally, a creditor enquiry telephone number is available for creditor queries. This telephone number is 1300 911 275.

Yours faithfully

RCR Group (all Administrators Appointed)

Jason Preston

Joint and Several Voluntary Administrator

Enclosure(s):

Annexure A – RCR Group – RCR Tomlinson Ltd subsidiaries over which the Administrators are appointed

Annexure B – Authorised signatories

ASIC "Insolvency information for directors, employees, creditors and shareholders" Information Sheet



ANNEXURE A – RCR TOMLINSON LTD SUBSIDIARIES OVER WHICH ADMINISTRATORS ARE APPOINTED

	Company	ACN
1	RCR Tomlinson Ltd	008 898 486
2	RCR Tomlinson (Custodian) Pty Ltd	060 012 419
3	RCR Corporate Pty. Ltd.	009 246 182
4	RCR Resources Pty Ltd	063 053 814
5	RCR Energy (Gladstone) Pty Ltd	010 941 054
6	RCR Resources (Tripower) Pty Ltd	075 567 734
7	RCR Mining Pty Ltd	060 002 940
8	RCR Energy Pty Ltd	080 753 680
9	RCR Energy Service Pty Ltd	009 133 475
10	Positron Group Pty Ltd	053 751 009
11	RCR Power Pty Ltd	106 084 879
12	RCR Laser Pty Ltd	116 641 144
13	RCR Oil & Gas Pty Ltd	121 838 702
14	RCR Infrastructure Pty Ltd	060 002 959
15	RCR Infrastructure Group (XNFK) Pty Ltd	125 709 971
16	RCR O'Donnell Griffin Pty Ltd	003 905 093
17	RCR Haden Pty Ltd	000 694 173
18	RCR Haden (Telco) Pty Ltd	086 284 871
19	RCR Haden (Holdings) Pty Ltd	111 148 844
20	RCR Resolve FM Pty Ltd	054 527 865
21	RCR Resolve FM (Holdings) Pty Ltd	111 148 862
22	RCR Infrastructure (Corporate) Pty Ltd	126 817 883
23	RCR Water Pty. Ltd.	606 869 005
24	RCR Water (WA) Pty Ltd	134 043 815
25	RCR O'Donnell Griffin (Holdings) Pty Ltd	111 148 835
26	RCR O'Donnell Griffin (Projects) Pty Ltd	151 990 573
27	Applied Laser Pty Ltd	123 597 991
28	RCR Energy (Stelform) Pty Ltd	003 416 564
29	RCR Energy (Stelform VRBT) Pty Ltd	099 683 584
30	Stelform Piping Systems Pty Ltd	099 683 566
31	Sartap Pty Ltd	003 412 628
32	RCR Resources (Heat Treatment) Pty Ltd	060 002 968
33	Positron Power Pty. Ltd.	100 647 756
34	RCR Asset Maintenance Pty Ltd	123 094 735
35	RCR Building Products (Holdings) Pty Ltd	111 148 853
36	A.C.N. 076 421 755 Pty Limited	076 421 755
37	RCR Trafalgar Building Products Pty Ltd	004 924 252
38	RCR Building Services (Egan Bros) Pty Ltd	056 237 006
39	RCR Resolve FM (Engineering) Pty Ltd	064 596 854
40	RCR Rel Corp Management Services Pty Ltd	080 877 756
41	RCReate Pty Ltd	614 291 879



Annexure B

Schedule of authorised signatories and specimen signatures

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Jason Preston

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Jamie Harris

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Rob Brauer

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Matthew Caddy

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Shaun Fraser

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Ben Ryan

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Chris Johnson

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Melissa Smith

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Mark Holland

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Jason Pietzner



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Matthew Hutton

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David Bryant

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Tristan Cromarty

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Rajiv Goyal

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Ricky O'Kane

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Alison Wong

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Emma Boucher

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Emma Fletcher

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Suzanne Westney

.....
Lauren Del Monte



A handwritten signature in black ink, appearing to be 'Stuart Johnstone'.

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Stuart Johnstone

A handwritten signature in black ink, appearing to be 'Summer Nguyen'.

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Summer Nguyen

A handwritten signature in blue ink, appearing to be 'Doug Kay'.

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Doug Kay

A handwritten signature in black ink, appearing to be 'Christopher Hopa'.

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Christopher Hopa

A handwritten signature in black ink, appearing to be 'Henry Lieu'.

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Henry Lieu

A handwritten signature in black ink, appearing to be 'Ben Lee'.

.....
Ben Lee

A handwritten signature in black ink, appearing to be 'Andrew Wharton'.

.....
Andrew Wharton



ASIC

Australian Securities & Investments Commission

Insolvency information for directors, employees, creditors and shareholders

ASIC has 11 insolvency information sheets to assist you if you're affected by a company's insolvency and have little or no knowledge of what's involved.

These plain language information sheets give directors, employees, creditors and shareholders a basic understanding of the three most common company insolvency procedures—liquidation, voluntary administration and receivership. There is an information sheet on the independence of external administrators and one that explains the process for approving the fees of external administrators. A glossary of commonly used insolvency terms is also provided.

The Insolvency Practitioners Association (IPA), the leading professional organisation in Australia for insolvency practitioners, endorses these publications and encourages its members to make their availability known to affected people.

List of information sheets

- INFO 41 *Insolvency: a glossary of terms*
- INFO 74 *Voluntary administration: a guide for creditors*
- INFO 75 *Voluntary administration: a guide for employees*
- INFO 45 *Liquidation: a guide for creditors*
- INFO 46 *Liquidation: a guide for employees*
- INFO 54 *Receivership: a guide for creditors*
- INFO 55 *Receivership: a guide for employees*
- INFO 43 *Insolvency: a guide for shareholders*
- INFO 42 *Insolvency: a guide for directors*
- INFO 84 *Independence of external administrators: a guide for creditors*
- INFO 85 *Approving fees: a guide for creditors*

Getting copies of the information sheets

To get copies of the information sheets, visit ASIC's website at www.asic.gov.au/insolvencyinfosheets. The information sheets are also available from the IPA website at www.ipaa.com.au. The IPA website also contains the IPA's Code of Professional Practice for Insolvency Professionals, which applies to IPA members.

Important note: The information sheets contain a summary of basic information on the topic. It is not a substitute for legal advice. Some provisions of the law referred to may have important exceptions or qualifications. These documents may not contain all of the information about the law or the exceptions and qualifications that are relevant to your circumstances. You will need a qualified professional adviser to take into account your particular circumstances and to tell you how the law applies to you.