
CLAIM FORM IN A MATTER OF RENTOZA (PTY) LTD (IN BUSINESS RESCUE)

GUIDELINES TO CREDITORS FOR THE COMPLETION OF CLAIM DOCUMENTS

Any Creditor who wishes to receive a payment in a business rescue compromise or distribution must prove his/her/its claim to the satisfaction of the Business Rescue Practitioner. In order to assist Creditors to complete their claim documents correctly, we have compiled the following guidelines. Please follow the instructions in order for your claim to be processed accurately. The Claim Form must be lodged by email to Rentozabr@anthilladvisory.com

CLAIM DOCUMENTS

A complete set of claim documents need to be completed in terms of the guidelines set out in this document, which includes:

- Proof of Claim Form supported by certificate of balance (where applicable), invoices and the most recent statement of account.
- Resolution of the Company/Close Corporation/Trust.

1. GENERAL INFORMATION AND GUIDELINES

1.1 INTEREST

Interest must be calculated up until the date of the Business Rescue. The rate of interest and periods for which the interest is calculated, must be clearly indicated. No interest may be claimed where goods have been sold on Open Account, unless an Agreement by the debtor to pay such interest is annexed. Capital claims will take priority above interest claims.

1.2 LEGAL CHARGES

Where legal charges have been incurred, Creditors must annex the Attorney's Taxed Bill of Costs and allocator to the claim documents.

1.3 RENT

Where a claim is in respect of rent, the original lease (if any) must be annexed to the claim. A detailed statement of rent due, up to the date of the Business Rescue Filing, showing the rental payable, must be completed. A separate statement showing the rental payable after the date of the business rescue filing must be completed.

1.4 SURETYSHIPS

Where claims are in respect of a suretyship, Creditors must annex the surety agreement(s) and a detailed statement of the claim against the principal debtor to the claim documents.

1.5 AGREEMENTS

Where the claim is based upon a Mortgage, Notarial Bond, Hire Purchase Agreement, or any other loan Agreement, a copy of the original Bond and/or Agreement must be filed with the claim together with a statement showing the amounts owing.

1.6 LOANS

The Business Rescue Practitioner will not admit a claim in respect of cash lent unless a detailed statement is attached to the claim, reflecting the date when the cash was lent and any payments made on account thereof. It is also necessary to annex to your claim all supporting documents or vouchers in respect of the loan, such as:-

- Any Acknowledgement of Debt;
- The proof of the payment, electronic or otherwise, given by the Creditor to the Debtor in respect of the loan;
- Any proof of payment, electronic or otherwise, by the Debtor to the Creditor in repayment of the loan;
 - If a Promissory Note was received in payment of the loan, then it is necessary to lodge your claim on the proper Affidavit as mentioned in paragraph 4 above.

1.7 INDEPENDENT OR NOT INDEPENDENT CREDITOR

It is mandatory to state whether the claim is by an independent or dependent Creditor.

2. OTHER

The claim must be for the amount owing at the date of which Business Rescue Proceedings commenced.



**PROOF OF CLAIM FORM AND AFFIDAVIT IN THE BUSINESS RESCUE PROCEEDINGS OF
RENTOZA (PTY) LTD (IN BUSINESS RESCUE)**

Creditor Details		
Creditor Name		
Registration Number		
VAT Registration No		
Contact Person		
Cell Phone No		
Telephone No		
Fax No		
Email Address		
Physical Address		
Address		
Address		
Suburb		
City		Code
Postal Address		
Address		
Address		
Suburb		
City		Code
CREDITOR BANK DETAILS		
Name of Bank		
Bank Branch		

Branch Code			
Account Number			
Contact Person			
Total amount of the Claim as at the date that the Business Rescue Proceedings commenced			
Cause of Action on which the claim is based (Goods supplied, Services rendered, etc)			
Details of all security held in respect of the claim			
Is the Creditor an Independent Creditor as contemplated in S128 (1)(g) of the Companies Act 71 of 2008			
YES	MARK WITH X	NO	MARK WITH X

SIGNATURE OF DEPONENT

I certify that the Deponent has acknowledged that he/she knows and understands the contents of this Affidavit, has no objection in taking the prescribed oath and regards the oath as binding on his/her conscience, which was signed and sworn to before me at _____ on the _____ day of _____ 2026, the regulations contained in the Government Gazette No R1258 dated 21st of July 1972 as amended by Government notice No 1648 dated 19th August 1977 having been complied with.

COMMISSIONER OF OATHS



EXAMPLE

STATEMENT OF ACCOUNT

DETAILS OF SALES, GOODS OR SERVICES

BRIEF DESCRIPTION OF GOODS SUPPLIED OR SERVICES RENDERED

DETAILS OF SALES OR SERVICES

EXAMPLE

STATEMENT OF ACCOUNT			
DETAILS OF PAYMENTS RECEIVED AND CREDITS ALLOWED			
Date	Payments/Credits (PLEASE SPECIFY)	Amount	Monthly Totals (Not Prgressive)
TOTAL B			R
If no payments or Credits have been received, please state "NIL"			
AMOUNT OF CLAIM (A LESS B)			R

Signed at _____ this ____ day of _____ 2026

FULL SIGNATURE

CREDITOR

Capacity of Person signing

EXAMPLE

CERTIFIED EXTRACT OF MINUTES MEETING OF THE DIRECTORS OF

HELD AT _____ ON THE ____ DAY OF _____ 2026

AT _____

RESOLVED THAT:

_____ in his/her capacity as _____
of the Company, be and is hereby authorised and empowered to sign all the necessary documents to enable
the Company to prove claim against _____, to attend to meetings of Creditors
of said Company, and to speak and vote on behalf of the Company.

CERTIFIED A TRUE EXTRACT

AUTHORISED OFFICIAL'S SIGNATURE