



INSTRUCTIONS FOR COMPLETING STATUTORY DECLARATION

These instructions do not form part of the statutory declaration. Please remove this cover sheet before/when you take it to the authorised witness and declare it. **Government of South Australia**

Step 1 – Complete the statutory declaration form with your details:

<input type="checkbox"/>	Insert the name of the 'Creditor' (name of the actual creditor business that is owed money) in the space provided next to the first arrow on page 1.
<input type="checkbox"/>	Insert your full name in the space provided next to the second arrow on page 1. You must be an authorised person to complete the declaration. If the creditor is: <ul style="list-style-type: none">• sole trader or trustee for a trading trust (that is not a company), then the authorised person is that person and the same as the creditor in the first space;• a company, then the authorised person is a director, secretary or CEO of the company;• a partnership, then the authorised person is any partner of the partnership;• an incorporated partnership, then the authorised person is a director, secretary or CEO of the partnership company; or• a corporate trustee (trustee company) for a trading trust, then the authorised person is a director, secretary or CEO of the trustee company.
<input type="checkbox"/>	Insert your address in the space provided next to the second arrow on page 1.
<input type="checkbox"/>	Tick one of the boxes next to the arrow in paragraph 1 as they apply to you. You can tick the first box if you are a sole trader or trustee for a trading trust (that is not a company) and second box in all other cases.
<input type="checkbox"/>	Insert the (\$) amount of the debt(s) (including GST) specified in your proof of debt form next to the arrow in paragraph 2.2.
<input type="checkbox"/>	If the creditor <u>does not have</u> a trade credit insurance policy or any other policy of insurance (" relevant insurance ") which covers the debt(s), then insert the same (\$) amount of the debt(s) (including GST) next to the arrow in paragraph 2.3.* If the creditor <u>does have</u> relevant insurance which covers the debt(s), then insert only the (\$) amount of the debt(s) (including GST) <i>which is not</i> covered by insurance.*
<input type="checkbox"/>	Tick at least one of the boxes next to the arrow in paragraph 3 as they apply to you. You can pick more than one.
<input type="checkbox"/>	Tick at least one of the boxes next to the arrow in paragraph 4 as they apply to the creditor. You can pick more than one.
<input type="checkbox"/>	Tick one of the boxes next to the arrow in paragraph 10 as they apply to the creditor.*
<input type="checkbox"/>	Insert details of any relevant insurance policy that falls within paragraph 10 in the table next to the arrow in paragraph 11.
<input type="checkbox"/>	If the creditor <u>does not have</u> relevant insurance which covers the debt(s), then either do not complete paragraph 12 or cross it out. * If the creditor <u>does have</u> relevant insurance which covers the debt(s), then insert only the (\$) amount of the debt(s) (including GST) <i>which is</i> covered by insurance. *

* These parts of the statutory declaration must be completed consistently depending on whether the Creditor has relevant insurance which covers the debt(s).

Step 2 – Sign the statutory declaration in front of an authorised witness:

<input type="checkbox"/>	Locate an authorised witness to witness you signing the statutory declaration. For information / assistance, please refer to the application form and Department website.
<input type="checkbox"/>	Bring photo ID with you (drivers licence; Passport) when you meet the authorised witness.
<input type="checkbox"/>	Sign the statutory declaration with / in front of the witness. They may be able to assist you with the process. Detailed instructions are available in the application form and Department website. You and the witness must sign and date each page of the declaration after this cover sheet in the spaces provided. You and the witness must also sign, date and write down the suburb where you signed the declaration in the spaces provided on page 2. The witness must also insert their name and capacity in the space provided on page 2.
<input type="checkbox"/>	Submit a scanned copy of the completed statutory declaration, proof of debt form and any other evidence with your application. Ensure that you keep the originals.

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South Australian Business Creditor Assistance Scheme (“Scheme”)

Statutory Declaration under the *Oaths Act 1936* (SA)



..... (name of creditor owed money)

Creditor

Onesteel Manufacturing Pty Ltd ACN 004 651 325 (Administrators Appointed) trading as Onesteel Whyalla Steelworks and SIMEC Mining

Debtor Company

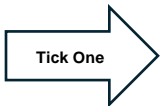


I, (your full name) of

..... (your address)

do solemnly and sincerely declare that:

1 I am:



- the Creditor; or
- a person duly authorised by the Creditor to make this declaration on its behalf.

2 I make this declaration:

2.1 in support of the Creditor’s application to, and eligibility to participate in, the Scheme in accordance with the South Australian Business Creditor Assistance Scheme Guidelines (“**Guidelines**”); and



2.2 to verify that a debt(s) totalling \$..... is owed by the Debtor Company (“**Debt(s)**”) to the Creditor (as identified in the Proof of Debt form submitted by the Creditor on or before the date of this declaration in the administration of the Debtor Company (“**Proof of Debt**”)); and



2.3 to confirm that the Creditor is making a claim in the amount of \$ against the Scheme (“**Claim Amount**”).

3 I:



- am the person who had the dealings with the Debtor Company that gave rise to the Debt(s).
- have inspected the business records of the Creditor in relation to the Debtor Company’s account with the Creditor.

[Select both if both are applicable to you]

.....
Signature of deponent

.....
Signature of authorised witness



4 The Creditor is:

- a South Australian Business (as defined in the Guidelines);
- a Whyalla Based Business (as defined in the Guidelines).

[Select both if both are applicable to the Creditor]

5 The information contained in, or attached to, the Proof of Debt form is true and correct.

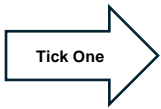
6 The Creditor satisfies all eligibility criteria set out in the Guidelines that apply to the business type/s selected at paragraph 4 of this declaration.

7 All Debt(s) are eligible debts within the meaning of the Guidelines.

8 The total amount of the Debt(s) referred to in sub-paragraph 2.2 of this declaration was due and payable by the Debtor Company immediately prior to its entry into administration on 19 February 2025.

9 I believe there is no dispute about the existence or amount of any of the Debt(s).

10 The Creditor:



- does not have trade credit insurance or any other policy of insurance which covers (wholly or partly) the Debt(s); or
- does have trade credit insurance or any other policy of insurance which covers (wholly or partly) the Debt(s).

11 To the best of my knowledge and belief, all policies of insurance in favour of the Creditor that are relevant to paragraph 10 are listed in the following table:



Insurer Name	Policy Number (if known)

12. If the Creditor does have trade credit insurance or other policy of insurance which covers (wholly or partly) the Debt(s) to the best of my knowledge or belief:



- 12.1 the Creditor has made a claim or is entitled to make a claim for \$..... under that insurance policy; and
- 12.2 the Creditor has not made a claim and is not entitled to make a claim under that insurance policy for an amount equivalent to the Claim Amount.

13 I consent to the Government of South Australia or nominee contacting any insurer holding a policy of insurance in favour of the Creditor to seek and receive information regarding such policies. I consent to any insurer holding a policy of insurance in favour of the Creditor providing information to the Government of South Australia or nominee including, but not limited to, any policy wordings, any active claims or decisions (including grounds of refusal).

14 If the Creditor receives a grant under the Scheme, then I declare that, to the best of my knowledge and belief:

14.1 the Creditor will continue to trade its business as a going concern for the period of the administration or liquidation of the Debtor Company; and

14.2 the Creditor will continue to pay the debts that it owes to its subcontractors as and when they fall due and payable.

15 I declare that the contents of this statutory declaration are true to the best of my knowledge, information and belief and I understand that making a false statutory declaration is a criminal offence.

Declared by the deponent



At (place)

On (date)

In South Australia

.....

Signature of deponent

(person making the declaration)

(to be signed in view of an authorised witness)

Before me:

.....

Signature of authorised witness



Name and capacity (in which authorised person has authority to witness the signing of a statutory declaration under section 25(2) of the *Oaths Act 1936* (SA))

.....
Signature of deponent

.....
Signature of authorised witness