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**Date:** 17 July 2023

**Delivered by Email To:**

- All known Affected Persons of the South African Post Office SOC Limited (in business rescue) (including: all known creditors, employees, trade unions and shareholders)
- Companies and Intellectual Property Commission

**Displayed:**

- Registered office and principal place of business of the Company
- Anywhere where employees are employed

**Published:**

- On the website maintained by the Company and accessible to Affected Persons

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**NOTICE TO ALL KNOWN CREDITORS (“Creditors”) OF THE SOUTH AFRICAN POST OFFICE SOC LIMITED (IN BUSINESS RESCUE) (“Company”)**

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1. NOTICE TO ALL KNOWN CREDITORS OF THE COMPANY REGARDING THE FIRST MEETING OF CREDITORS IN RESPECT OF THE BUSINESS RESCUE PROCEEDINGS IN TERMS OF SECTION 147(1) OF THE COMPANIES ACT 71 OF 2008, AS AMENDED

1.1 As Creditors, you are aware from the previous correspondence sent to Affected Persons of the Company, in accordance with the provisions set forth in the Companies Act 71 of 2008, as amended ("Companies Act"), the Company commenced business rescue proceedings, and Messrs. Anoosh Rooplal and Juanito Damons, were appointed as the Joint Business Rescue Practitioners of the Company (“BRPs”), on 10 July 2023.

1.2 Section 147 of Chapter Six of the Companies Act, sets forth the following provisions:

- 147(1) – “Within 10 business days after being appointed, the practitioner must convene,  
and preside over, a first meeting of creditors...”; and
- 147(2) – “The practitioner must give notice of the first meeting of creditors to every creditor of the company whose name and address is known to or can reasonably be obtained by the practitioner...”.

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**Directors:**

Ms N Mona (GCEO), Ms F Gany (GCFO), Mr D Dada (Group Company Secretary)

Reg Name: Suid-Afrikaanse Poskantoor (SOC) Ltd

Registration number: 1991/005477/30, FSP 43462

**Joint Business Rescue Practitioners:**

Anoosh Rooplal and Juanito Martin Damons

1.3 In this regard, due to the significant number of Creditors of the Company and the logistics associated with Creditors being required to travel to one location to attend the First Meeting of Creditors in terms of Section 147(1) ("First Meeting"), the BRPs have determined that the First Meeting of Creditors in respect of the Business Rescue Proceedings of the Company should be convened virtually and not in person at a specified venue.

1.4 Accordingly, notice is hereby given to Creditors that the First Meeting will be convened via a Digital Platform as a Virtual Live Event Meeting at the date and time set out below –

Date: **Monday, 24 July 2023**

Time: **10h00 – 11h00 (creditors are required to register for the meeting via the below link at least 24 hours prior to the meeting and to join the meeting thirty (30) minutes prior to the start of the meeting)**

Meeting Type: Virtual

Registration link  
for the meeting:

[https://us02web.zoom.us/webinar/register/WN\\_V6wDg2ARS1u5nG0ta97OJw](https://us02web.zoom.us/webinar/register/WN_V6wDg2ARS1u5nG0ta97OJw)

**After registering, you will receive a confirmation email containing information about joining the meeting.**

1.5 In accordance with the provisions of section 147(2) of the Companies Act, please see the Agenda for the Virtual Meeting included herein as "**Annexure A**".

## 2. SUBMISSION OF CREDITOR CLAIMS FOR CONSIDERATION BY THE BRPs

2.1 Creditors are hereby further advised that they will be required to submit their claims, of whatsoever nature and howsoever arising, against the Company as at 10 July 2023 ("Pre-Commencement Claims") to the BRPs. The Company's claim form is attached hereto together with instructions for submitting a pre-commencement claim and will also be made available for download on the South African Post Office SOC Limited website at: <https://www.postoffice.co.za/> under the 'Business Rescue' tab.

2.2 All Creditors claims must be submitted via the Company's claim form and sent via email, to [sapo.br@sng.gt.com](mailto:sapo.br@sng.gt.com) and [sapoclaims@legaeturnarounds.co.za](mailto:sapoclaims@legaeturnarounds.co.za).

2.3 Creditors are advised that claims do not have to be submitted prior to the First Meeting. You will be entitled to submit claims up until the point at which a deadline for the submission of claims is communicated to you, in due course.

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#### Joint Business Rescue Practitioners:

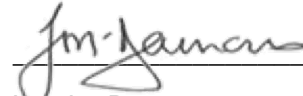
Anoosh Rooplal and Juanito Martin Damons

2.4 Any claims should at the very least be supported by an affidavit deposed to by an authorised individual. Creditors are urged to provide all supporting documents to their claims together with their claim forms.

Yours faithfully,



Anoosh Rooplal



Juanito Damons

**The Joint Business Rescue Practitioners of South African Post Office SOC Limited (in business rescue)**

**Directors:**

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Registration number: 1991/005477/30, FSP 43462

**Joint Business Rescue Practitioners:**

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## **ANNEXURE A**

### **AGENDA FOR THE FIRST MEETING OF CREDITORS OF SOUTH AFRICAN POST OFFICE SOC LIMITED (IN BUSINESS RESCUE)**

- Welcome;
- Background and Overview of the Business Rescue Process;
- Prospects of rescuing the Company;
- Ratification of Business Rescue Practitioners Appointment
- Claims and Claim Forms ;
- Creditors Committee;
- Consent For Extension in terms of section 150(5)(b) of the Companies Act 71 of 2008;
- Question & Answer Session;
- Meeting Closure.

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## INSTRUCTIONS FOR SUBMITTING A PRE-COMMENCEMENT OF BUSINESS RESCUE PROCEEDINGS CLAIM

1. A pre-commencement claim is any claim that you and/or your company have against South African Post Office SOC Limited (“Company”) as at 10 July 2023, including any claims that form the subject matter of legal proceedings for the recovery of money.
2. Any claim that you and/or your company believe you have against the Company as at 10 July 2023, must be submitted to the Business Rescue Practitioners for assessment, as follows:
  - 2.1 Ensure that all invoices, statements and agreements related to your company’s pre-commencement claim have been submitted using the Company’s existing processes.
  - 2.2 Please also submit your claim by completing this Claim Form, which is also available to download from the website <https://www.postoffice.co.za> under the ‘Business Rescue’ tab, and emailing the completed Claim Form, together with a reconciliation statement of account and other supporting documentation, via email to: [sapo.br@sng.gt.com](mailto:sapo.br@sng.gt.com) and [sapoclaims@legaeturnarounds.co.za](mailto:sapoclaims@legaeturnarounds.co.za).
  - 2.3 These claims will be assessed by the BRPs and either accepted or rejected and the BRPs’ decision in this regard will be communicated to you and/or your company.
3. If your claim is accepted (in part or in whole), the details about how and when such payment will be made will be set out in a business rescue plan. This plan will be published in time, for the consideration of Affected Persons, who will have an opportunity to cast a vote on such plan.

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