



RESTRUCTURING SERVICES

# Letten Schemes

Frequently Asked Questions

ADVISORY

11 May 2010

## **I notice that the Investor Disclosure Reports are now available. How do I obtain my User ID and Password?**

- Investor log in details have been provided to Investors by either email or post. A unique User ID and Password is available for each Scheme.
- If you have not received your User ID and Password, please email [lettenschemes@kpmg.com.au](mailto:lettenschemes@kpmg.com.au) with the name the investment is held in (personal, superannuation fund, trust etc), contact number and the Scheme/s you are an investor in.

## **How do I use my User ID and Password to view the Disclosure Reports?**

- To view the Investor Disclosure Reports select the red link highlighted as 'Investor Log-In' then enter the User ID and Password provided to you by email or letter to access to the reports within the secure data room.
- There are two data rooms you should access - one with the specific Scheme Disclosure Report and one for the Disclosure Report Overview.

## **I am an investor in two Letten schemes. Every time I try to access the second Scheme report it directs me to the first Scheme Report.**

- Each Scheme has a separate data room.
- Once you have accessed a Disclosure Report for a specific Scheme, please ensure that you have logged out correctly. This involves clicking the Log-Out button on the top right section of the web page and closing all open internet browsers.
- You will then be able to access Disclosure Reports for other schemes.

**AUDIT ■ TAX ■ ADVISORY**

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## **I hold an investment in a project not outlined in the Court Orders dated 25 February 2010 and 4 March 2010. Who can I contact regarding this?**

- There are a number of projects where we have not been appointed as Receivers and Managers.
- For these projects you should contact ASIC on 1300 300 630.

## **My name does not appear on the Investor claims list? What does this mean for me?**

- Investors whose names do not appear on the Investor lists are not disadvantaged.
- Investors should fill in a claim form if they are not on the Investor lists to ensure the Receivers and Managers are aware of their claim.
- If funds become available for distributions to Investors in a Scheme at some point in the future, potential claimants will be advised and will be able to confirm their claims at that time.

## **I have not submitted any investment confirmation forms. What does this mean for me?**

- Should you believe that you are an investor in a Scheme and have not yet submitted an investor confirmation form, please download the investor confirmation form from the Letten Investor website and return it, along with any supporting documentation, to our office by mail or email.
- Investors who have not yet submitted claims are not disadvantaged.
- If funds become available for distributions to Investors in a Scheme at some point in the future, potential claimants will be advised and will be able to confirm their claims at that time.