



404 Bank Street, Ottawa, ON K2P 1Y5 Telephone (613) 569-4444 Fax (613) 569-1116

Proof of Claim
Claims Bar Process

In the matter of
CREATIVE BUILDING MAINTENANCE INC., an Ontario corporation and CREATIVE BUILDING MAINTENANCE INC., a Delaware corporation of Mississauga, Ontario

and the claim of, creditor.

All notices or correspondence regarding this claim must be forwarded to the following address:

Creditor Address:
.....
.....
.....

I, (name of creditor or representative of the creditor), of (city and state or province), do hereby certify:

- 1. That I am a creditor of the above-named debtor (or that I am (state position or title) of (name of creditor)).
2. That I have knowledge of all the circumstances connected with the claim referred to below.
3. That the debtor was, at the 26th day of May, 2006 and still is, indebted to the creditor in the sum of \$....., as specified in the statement of account (or affidavit or solemn declaration) attached and marked Schedule "A", after deducting any counterclaims to which the debtor is entitled. (The attached statement of account, or affidavit or solemn declaration must specify the vouchers or other evidence in support of the claim.)
4. (Check and complete appropriate category.)

() A. UNSECURED CLAIM OF \$.....
That in respect of this debt, I do not hold any assets of the debtor as security

() B. SECURED CLAIM OF \$.....
That in respect of this debt, I hold assets of the debtor valued at \$..... as security, particulars of which are as follows:
(Give full particulars of the security, including the date on which the security was given and the value at which you assess the security, and attach a copy of the security documents.)

Dated at....., this day of,

.....
Witness Creditor

Phone Number:
Fax Number:
E-Mail Address:

NOTE: If an affidavit or solemn declaration is attached, it must have been made before a person qualified to take affidavits or solemn declarations.

CHECKLIST FOR PROOFS OF CLAIM

This checklist is provided to assist you in preparing the accompanying proof of claim form in a complete and accurate manner. Please specifically check each requirement.

GENERAL

The claim must be signed.

- The signature of a witness is required.
- The claim must be signed personally by the individual completing this declaration.
- Give the complete address where all notices or correspondence is to be forwarded.
- Give the amount of the statement of account or affidavit must correspond to the amount indicated on the proof of claim.
- The creditor must state the full and complete legal name of the company or firm.
- If the individual completing the proof of claim is not the creditor himself, he must state his position or title.

SECTION 3 - STATEMENT OF DEBT

- A detailed statement of account or affidavit must be attached.
- The statement of account must be complete and must include copies of original billings, invoices and/or other supporting documents.

Note: A detailed statement of account must be attached to the proof of claim and must show the date, the number and the amount of all the invoices or charges, together with the date, the number and the amount of all credits or payments. A statement of account is not complete if it begins with an amount brought forward.

SECTION 4 - CLAIM

- An unsecured creditor must complete part "A" and check appropriate description.
- A secured creditor must complete part "B" and provide a copy of the security instrument as registered.

- Proofs of claim and related documents may be faxed to the Receiver's office.
Fax: 1-613-569-1116

Telephone: 613-569-4444, ext. 212
Toll Free Telephone: 1-888-488-5555, ext. 212