



Notice of Meeting

**Booktopia Group Limited ACN 612 421 388
and its subsidiaries listed in Annexure A
(all Administrators Appointed)
(collectively, Booktopia or the Companies)**

NOTICE OF MEETINGS OF CREDITORS OF COMPANY UNDER EXTERNAL ADMINISTRATION

1. Notice is now given that the meetings of the Companies will be held at 11:00AM (AEST) on **Monday 15 July 2024**.
2. While the technical meeting location will be at the offices of McGrathNicol Melbourne, Level 6, 171 Collins Street, Melbourne, VIC, 3000, the meeting of creditors will be held via teleconference and webinar only and creditors will not be able to attend in person.

Please visit <https://www.mcgrathnicol.com/creditors/booktopia-group> to register your interest to attend the first meetings. The video conference details will be separately shared with you following registration.
3. The purpose of the meeting is:
 - a. if a committee of inspection should be formed and if so, who are to be the committee members; and
 - b. if Matthew Caddy, Damien Pasfield and I should be replaced as voluntary administrators.
4. The effect of Insolvency Practice Rules (Corporations) section 75-85 (entitlement to vote as a creditor at meetings of creditors) is:
 - a. A person other than a creditor (or the creditor's proxy or attorney) is not entitled to vote at a meeting of creditors.
 - b. Subject to subsections (c) and (d), each creditor is entitled to vote and has one vote.
 - c. A person is not entitled to vote as a creditor at a meeting of creditors unless:
 - i. his or her debt or claim has been admitted wholly or in part by the external administrator; or
 - ii. he or she has lodged, with the person presiding at the meeting, or with the person named in the notice convening the meeting as the person who may receive particulars of the debt or claim:
 - those particulars; or
 - if required—a formal proof of the debt or claim.
 - d. A creditor must not vote in respect of:
 - i. an unliquidated debt; or
 - ii. a contingent debt; or
 - iii. an unliquidated or a contingent claim; or
 - iv. a debt the value of which is not established; unless a just estimate of its value has been made.
5. Proofs of debt and proxies must be submitted by 4:00pm (AEST) on 12 July 2024.



Dated: 8 July 2024

A handwritten signature in black ink, appearing to read 'Keith Crawford'.

Keith Crawford
Administrator

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Annexure A - schedule of insolvent entities

Entity	ACN
Booktopia Group Limited	612 421 388
Booktopia Pty Limited	096 845 126
Making I. T. Better Pty Limited	088 289 534
Virtual Lifestyles Pty. Limited	088 289 507