

**INSTRUCTION LETTER FOR THE CLAIMS PROCEDURE OF FIRST HAMILTON HOLDINGS INC., FIRST HAMILTON FINANCIAL SERVICES INC., FIRST HAMILTON CAPITAL INC., FIRST HAMILTON GENERAL PARTNER 2 INC. AND FIRST HAMILTON MORTGAGE BROKERS INC.**

**A. CLAIMS PROCEDURE**

By Order of the Ontario Superior Court of Justice (Commercial List) made November 1, 2021 (the “**Claims Procedure Order**”), MNP Ltd. in its capacity as court-appointed Liquidator and manager (the “**Liquidator**”) of First Hamilton Holdings Inc., First Hamilton Financial Services Inc., First Hamilton Capital Inc., First Hamilton General Partner 2 Inc. and First Hamilton Mortgage Brokers Inc. (collectively “**First Hamilton**”), has been authorized to conduct a claims procedure (the “**Claims Procedure**”) with respect to claims against First Hamilton in accordance with the terms of the Claims Procedure Order.

Unless otherwise defined, all capitalized terms used herein shall have the meanings given to those terms in the Claims Procedure Order.

The Claims Procedure Order, the Claims Document Package, additional Proofs of Claim and related materials may be accessed from the Liquidator’s website at [www.mnpdebt.ca/firsthamilton](http://www.mnpdebt.ca/firsthamilton).

This letter provides instructions for responding to or completing the Proof of Claim. Reference should be made to the Claims Procedure Order for a complete description of the Claims Procedure.

The Claims Procedure is intended for any Person with any Claims of any kind or nature whatsoever against, whether liquidated, unliquidated, contingent or otherwise. Please review the enclosed material for the complete definitions of a “Claim” to which the Claims Procedure applies.

All notices and enquiries with respect to the Claims Procedure should be addressed to:

MNP Ltd., in its capacity as court-appointed Liquidator of First Hamilton Holdings Inc.,  
First Hamilton Financial Services Inc., First Hamilton Capital Inc., First Hamilton  
General Partner 2 Inc. and First Hamilton Mortgage Brokers Inc.  
300 - 111 Richmond Street West  
Toronto, ON M5H 2G4

Attention: Fatemah Khalfan  
Email: [Fatemah.Khalfan@mnp.ca](mailto:Fatemah.Khalfan@mnp.ca)

**B. SUBMITTING A PROOF OF CLAIM**

If you believe that you have a Claim against one or more of the entities defined in the Claims Procedure Order as “First Hamilton”, you must file a Proof of Claim with the Liquidator.

All Proofs of Claim must be received by the Liquidator by the Claims Bar Date.

**PROOFS OF CLAIM MUST BE RECEIVED BY THE CLAIMS BAR DATE OR THE APPLICABLE CLAIM WILL BE FOREVER BARRED AND EXTINGUISHED.** If you have a Claim and are required to file a Proof of Claim pursuant to the Claims Procedure but do not file a Proof of Claim in respect of a Claim by the Claims Bar Date you shall not be entitled to participate in any distribution in respect of such Claim.

Additional Proof of Claim forms can be obtained by contacting the Liquidator at the telephone numbers and address indicated above and providing particulars as to your name, address and facsimile number or email mail address. Additional Proof of Claim forms and related materials may be accessed from the Liquidator's web site at [www.mnpdebt.ca/firsthamilton](http://www.mnpdebt.ca/firsthamilton).

Where a Creditor files a Proof of Claim with the Liquidator, the Liquidator will review the Proof of Claim and, as soon as reasonably practicable, provide to the Creditor a response in writing by registered mail, courier service or email as to whether the Claim set out in the Proof of Claim is accepted, disputed in whole, or disputed in part. Where the Claim is disputed in whole or in part, the Liquidator will issue a Notice of Revision or Disallowance indicating the reasons for the dispute.

The Claims Procedure Order further provides that where a Creditor objects to a Notice of Revision or Disallowance, the Creditor must notify the Liquidator of the objection in writing by registered mail, courier service, facsimile or email within fifteen (15) days of receipt of the Notice of Revision or Disallowance. The Liquidator's contact information is below:

MNP Ltd., in its capacity as court-appointed Liquidator  
and manager of First Hamilton Holdings Inc., First Hamilton Financial Services Inc.,  
First Hamilton Capital Inc., First Hamilton General Partner 2 Inc. and First Hamilton  
Mortgage Brokers Inc.  
300 - 111 Richmond Street West  
Toronto, ON M5H 2G4

Attention: Fatemah Khalfan  
Email: [Fatemah.Khalfan@mnp.ca](mailto:Fatemah.Khalfan@mnp.ca)

The Creditor shall immediately thereafter serve on the Liquidator, a Notice of Motion, filed at the Court and made returnable within thirty (30) days after the date that the Liquidator received the Objection. The Notice of Motion is to be supported by a sworn affidavit setting out the reasons for the dispute.

**DATED** at Toronto, Ontario this 5<sup>th</sup> day of November, 2021.

**MNP Ltd., in its capacity as court-appointed Liquidator of First Hamilton Holdings Inc.,  
First Hamilton Financial Services Inc., First Hamilton Capital Inc., First Hamilton General  
Partner 2 Inc. and First Hamilton Mortgage Brokers Inc.**

Per:



Deborah Hornbostel, CPA, CA, CIRP, LIT, CFE  
Senior Vice President