

**INSTRUCTIONS TO CREDITORS
WHO WISH TO ASSERT ANY CLAIMS AGAINST
BOUTIQUE TRISTAN & ISEUT INC.,
ITS DIRECTORS AND OFFICERS**

Re: *In the matter of the Notice of Intention to Make a Proposal of*

BOUTIQUE TRISTAN & ISEUT INC.

Please note that the bar date for the filing of all proofs of claims (collectively, the “**Proofs of Claim**”, and each a “**Proof of Claim**”) in respect of a Claim (as defined in the Claims Procedure Order) is November 11, 2020, at 5:00 p.m. (Montréal time), or, for creditors with Restructuring Claims (as defined in the Claims Procedure Order) arising after July 21, 2020, thirty (30) days after the date of receipt by the creditor of a notice of resiliation, repudiation or termination of the contract, lease, employment agreement or other agreement, if such date falls after November 11, 2020 (the “**Claims Bar Date**”).

Pursuant to an Order of the Superior Court of Québec Superior (Commercial Division) granted on October 5, 2020 (the “**Claim Procedure Order**”), a process (the “**Claims Process**”) was approved for the purpose of identifying, establishing, adjudicating or otherwise resolving any and all Claims (as defined in the Claim Procedure Order) of any persons against Boutique Tristan & Iseut Inc. (the “**Debtor**”), its directors and/or officers.

The purpose of these instructions is to provide you with information required to file a Proof of Claim in respect of any Claims you may have against the Debtor, its directors and/or officers.

FILING A PROOF OF CLAIM

Please note that the form of Proof of Claim is only to be used if you have a Claim against the Debtor, its directors and/or officers.

Please review all the enclosed documents carefully.

If you have a Claim against the Debtor, its directors and/or officers you must complete, sign and provide to the Trustee a Proof of Claim with respect to such Claim(s) so that it is actually received by the Trustee no later than the Claims Bar Date. **Otherwise such Claim(s) against the Debtor, its directors and/or officers will be forever barred and extinguished.**

When submitting a Proof of Claim, you must attach any documents that support the Claim(s) and provide a description of the basis for the Claim(s).

A completed and signed Proof of Claim may be provided to the Trustee by email at montreal.tristan.claims@mntp.ca, fax at 514-932-9195, regular mail or courier to the address set out below.

**SYNDICS AUTORISÉS EN INSOLVABILITÉ
LICENSED INSOLVENCY TRUSTEES**

FURTHER INFORMATION

If you have any questions regarding the Claims Process or any of the enclosed forms, please contact MNP Ltd. at the following coordinates:

MNP LTD

1155 René-Lévesque Blvd West
23rd Floor
Montréal, Québec, H3B 2K2

Attention: Gaetano Di Guglielmo
Tel.: 514-228-7888
Fax: 514-932-9195
Email: montreal.tristan.claims@mnp.ca

Additional Proof Claim forms can be found on the Trustee's website at <https://mnpdebt.ca/en/corporate/corporate-engagements/boutique-tristan-iseut-inc/> or obtained by contacting the Trustee at the coordinates indicated above and providing particulars as to your name, address, fax number and email address. Once the Trustee has this information you will receive, as soon as practicable, additional Proof of Claim forms.

Montréal, October 8, 2020

MNP LTD.

As Trustee to the Notice of Intention to
Make a Proposal of
BOUTIQUE TRISTAN & ISEUT INC.,
and not in its personal capacity

**THIS INFORMATION SHEET IS SUPPLIED
IN ORDER TO ASSIST YOU IN COMPLETING THE PROOF OF CLAIM FORM**

- The proof of claim must be signed by the individual completing the form.
- The signature of the claimant must be witnessed.
- Give the complete address where all notices and correspondence are to be forwarded.
- The amount on the statement of account must agree with the amount claimed on the proof of claim.

PARAGRAPH 1 OF THE PROOF OF THE CLAIM

- Creditor must state full and complete legal name of company or firm.
- If the person completing the proof of claim is not the creditor himself, he must state his position or title.

PARAGRAPH 3 OF THE PROOF OF THE CLAIM

- A detailed statement of account together with supporting documentation must accompany the completed proof of claim.

PARAGRAPH 4 OF THE PROOF OF THE CLAIM

- The claimant must tick the appropriate paragraph and must provide information as requested.

PARAGRAPH 5 OF THE PROOF OF THE CLAIM

- The claimant must indicate whether he is or is not related to the debtor, as defined in the *Bankruptcy and Insolvency Act*, by encircling, underlining or striking out “are” or “are not” as the case may be.

PARAGRAPH 6 OF THE PROOF OF THE CLAIM

- The claimant must attach a detailed list marked “B” of all payments received and/or credits granted, as follows:
 - within the three months preceding the bankruptcy or the proposal, in the case where the claimant and the debtor are not related;
 - within the twelve months preceding the bankruptcy or the proposal, in the case where the claimant and the debtor are related.



MNP LTÉE

1155, boul. René-Lévesque O., 23^e étage
Montréal (Québec) H3B 2K2
Téléphone / Telephone: 514 932-4115
Télécopieur / Facsimile: 514 932-9195
montreal.tristan.claims@mnp.ca

PROOF OF CLAIM

(Sections 50.1, 81.5, 81.6, subsections 65.2(4) 81.2(1), 81.3(8), 81.4(8), 102(2), 124(2) and 128(1)
and Paragraphs 51(1)(e) and 66.14(b) of the Act

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

In the matter of the Notice of Intention to Make a Proposal of **Boutique Tristan & Iseut Inc.**, in the city of Montreal, Province of Quebec, and the claim of:

_____, creditor.
I, _____ (name of creditor or representative of the creditor), of
_____ (city and 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 or representative of the creditor)).
2. That I have knowledge of all of the circumstances connected with the claim referred to below.
3. That the debtor was, at the date of the Notice of Intention, **namely July 21, 2020**, and still is, indebted to the creditor in the sum of _____ \$, as specified in the statement of account (or affidavit) attached and marked Schedule A, after deducting any counterclaims to which the debtor is entitled. (The attached statement of account or affidavit must specify the vouchers or other evidence in support of the claim.)
4. (Check and complete appropriate category.)

A. UNSECURED CLAIM OF \$ _____
(Other than as a customer contemplated by Section 262 of the Act)

That in respect of this debt, I do not hold any assets of the debtor as security and
(Check appropriate description.)

Regarding the amount of \$ _____. I do not claim a right to a priority.
("Ordinary creditor")

Regarding the amount of \$ _____, I claim a right to a priority under section 136 of the Act.
("Preferred creditor")
(Provide on an attached sheet details to support priority claims.)

B. CLAIM OF LESSOR FOR DISCLAIMER OF A LEASE \$ _____

That I hereby make a claim under subsection 65.2(4) of the Act, particulars of which are as follows:
(Give full particulars of the claim, including the calculations upon which the claim is based.)

C. 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.)

D. CLAIM BY FARMER, FISHERMAN OR AQUACULTURIST OF \$ _____

That I hereby make a claim under subsection 81.2(1) of the Act for the unpaid amount of \$ _____
(Attach a copy of sales agreement and delivery receipts.)

- E. CLAIM BY WAGE EARNER OF \$ _____
 - That I hereby make a claim under subsection 81.3(8) of the Act in the amount of \$ _____
 - That I hereby make a claim under subsection 81.4(8) of the Act in the amount of \$ _____

- F. CLAIM BY EMPLOYEE FOR UNPAID AMOUNT REGARDING PENSION PLAN OF \$ _____
 - That I hereby make a claim under subsection 81.5 of the Act in the amount of \$ _____
 - That I hereby make a claim under subsection 81.6 of the Act in the amount of \$ _____

- G. CLAIM AGAINST DIRECTOR \$ _____
 (To be completed when a proposal provides for the compromise of claims against directors.)

That I hereby make a claim under subsection 50(13) of the Act, particulars of which are as follows:
 (Give full particulars of the claim, including the calculations upon which the claim is based)

- H. CLAIM OF A CUSTOMER OF A BANKRUPT SECURITIES FIRM \$ _____

That I hereby make a claim as a customer for net equity as contemplated by 262 of the Act, particulars of which are as follows:
 (Give full particulars of the claim, including the calculations upon which the claim is based.)

5. That, to the best of my knowledge, I am (or the above-named creditor is) (or am not or is not) related to the debtor within the meaning of section 4 of the Act, and have (or has) (or have not or has not) dealt with the debtor in a non-arm's-length manner.
6. That the following are the payments that I have received from, the credits that I have allowed to, and the transfers at undervalue within the meaning of subsection 2(1) of the Act that I have been privy to or a party to with the debtor within the three months (or, if the creditor and the debtor are related within the meaning of section 4 of the Act or were not dealing with each other at arm's length, within the 12 months) immediately before the date of the initial bankruptcy event within the meaning of subsection 2(1) of the Act: (provide details of payments, credits and transfers at undervalue.)

Dated at _____ this _____ day of _____

 Witness (signature)

 Creditor (signature)

Telephone No.: _____

Fax No.: _____

Email address: _____

NOTES: If an affidavit is attached, it must have been made before a person qualified to take affidavits.

WARNINGS: A trustee may, pursuant to subsection 128(3) of the Act, redeem a security on payment to the secured creditor of the debt or the value of the security as assessed, in a proof of security, by the secured creditor.
 Subsection 201(1) of the Act provides severe penalties for making any false claim, proof, declaration or statement of account.

PROXY

(Subsection 102(2) and paragraphs 51(1)e) and 66.15((3)(b) of the Act)

In the matter of Notice of Intention to Make a Proposal of **Boutique Tristan & Iseut Inc.**

I, _____, of _____
 (name of creditor) (name of town or city)

Creditor in the above matter, hereby appoint _____ of _____

To be my proxyholder in the above matter, except as to the receipt of dividends, with (or without) power to appoint another proxyholder in his or her place.

Dated at _____ this _____ day of _____

 signature and name of witness

 signature of creditor who is an individual

 signature and name of witness

 signature, name and position or title of signing officer