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Filing Instructions

PLEASE FILE IMMEDIATELY!

UPDATE 258

MAY 2025

COMPANY RECEIVERS AND ADMINISTRATORS

ATTENTION: Before filing this update please ensure that Update 257 has been filed – check behind the tabcard Filing Instructions/Summaries at the back of Volume 4.

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Filing Instructions

1. Check the currency of your Service

Ensure Update 257 has been filed.

2. Remove Tab card and its pages

Remove the Tab card **“Commonwealth Legislation”** and its pages from “17-51 – 17-14056” in Volume 1.

Remove the Tab card **“Reference Material – Court Appointments”** and its pages from “30A-1 – 30A-102” in Volume 2.

3. File your updating pages

To file this update, you will need to refer to the following table.

In your binder, navigate to the Tabcard noted in the Find Tabcard column. Remove the pages listed in the Discard old pages column, then replace the discarded pages with the newly issued pages as listed in the Insert new pages column. Ensure that you follow one Filing Instruction row at a time.

Find Tabcard	Discard old pages	Insert new pages
VOLUME 1		
Contents	Vol 1-101 – Vol 1-104	Vol 1-101 – Vol 1-104
PRIVATE APPOINTMENTS		
Appointment Chapters 2-7	2-51 – 2-56	2-51 – 2-56
	3-103 – 3-120	3-103 – 3-120
	4-51 – 4-52	4-51 – 4-52
	4-73 - 4-74	4-73 - 4-74
	4-103 – 4-104	4-103 – 4-104
	5-101 – 5-1056	5-101 – 5-1056
	5-3051 – 5-3052	5-3051 – 5-3052

Find Tabcard	Discard old pages	Insert new pages
	6-1 – 7-1052	6-1 – 7-1052
	7-3105 – 7-17054	7-3105 – 7-17054
Effects Chapters 8-9	8-1061 – 8-1072	8-1061 – 8-1072
	8-4051 – 8-4062	8-4051 – 8-4062
	8-6071 – 8-7052	8-6071 – 8-7052
Powers, Duties and Liabilities Chapters 10-12	10-1053 – 10-1060	10-1053 – 10-1060
	10-5057 – 11-8	10-5057 – 11-8
	11-4053 – 11-6062	11-4053 – 11-6062
	11-6095 – 11-6104	11-6095 – 11-6104
	11-9079 – 11-9130	11-9079 – 11-9130
	11-14051 – 11-16068	11-14051 – 11-16068
	12-3051 – 12-3056	12-3051 – 12-3056
Reference Material – Appointments	16-50001 – 16-50002	16-50001 – 16-50002
Precedents	16-50303 – 16-50304	16-50303 – 16-50304

VOLUME 2

Contents	Vol 2-101 – Vol 2-104	Vol 2-101 – Vol 2-104
COURT APPOINTMENTS		
Appointment Chapters 19-21	19-51 – 20-2058	19-51 – 20-2058
	20-2075 – 21-1052	20-2075 – 21-1052
Powers, Duties and Liabilities Chapters 23-27	23-1055 – 23-2052	23-1055 – 23-2052
	23-3051 – 23-3054	23-3051 – 23-3054
	25-1053 – 25-1066	25-1053 – 25-1066

Find Tabcard	Discard old pages	Insert new pages
Termination Chapters 30-31	30-6051 – 30-6052	30-6051 – 30-6052
VOLUME 3		
Contents	Vol 3-101 – Vol 3-104	Vol 3-101 – Vol 3-104
Reference Material - VA & DOCA	57-1001 – 57-5304	57-1001 – 57-1002
VOLUME 4		
Contents	Vol 4-101 – Vol 4-104	Vol 4-101 – Vol 4-104
Reference Material – Schemes of Arrangement	80-1 – 80-2	80-1 – 80-2
Commonwealth Legislation	81-1 – 82-602	81-1 – 82-1256

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