

Am I a creditor?

What you need to know

If you are owed money by a person who has become bankrupt or entered a No Asset Procedure (NAP) or Summary Instalment Order (SIO), or by a company that has gone into liquidation, you are a creditor. You need to make the Official Assignee aware of what you are owed.

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What is a secured creditor?

A secured creditor is someone who is owed money by a person who has become bankrupt or entered a NAP or SIO, or by a company that has gone into liquidation and has a valid security interest over one or more of the debtor's or company's assets.

Secured creditors are entitled to sell the secured assets in the event of default. Secured creditors cannot claim in the bankruptcy, NAP, SIO or liquidation process unless they have valued or sold the assets that are subject to their security and a shortfall remains. Once the secured assets have been sold, the secured creditor ceases to be a secured creditor and becomes an unsecured creditor for any shortfall after sale of the secured asset. If there is a surplus after sale, this is payable to the Official Assignee for the benefit of all creditors.

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What is an unsecured creditor?

An unsecured creditor is someone who is owed money by a person who has become bankrupt or entered a NAP or SIO, or by a company that has gone into liquidation, but does not have a valid security interest over any of the debtor's or company's assets.

How do I find out what procedure a debtor has entered?

You can conduct a search of all the registers which are available on the Insolvency and Trustee Service website. You can search for:

- a bankrupt
- a person that has entered a No Asset Procedure
- a person that is subject to a Summary Instalment Order
- a company that has gone into liquidation. Please note that only liquidations administered by the Official Assignee will be found on the Insolvency and Trustee Website. A comprehensive register of all liquidations can be found on the Companies Office website at www.companies.govt.nz.

Bankruptcy, NAP, or SIO secured creditors

A secured creditor retains their right to realise their security upon bankruptcy or liquidation. In bankruptcy, it is possible for the secured creditor and bankrupt to continue in their finance arrangement. If the bankrupt were to default on the finance agreement, then the secured creditor still has the right to repossess the secured assets and sell them to recover their money. Upon sale of the secured asset, the creditor ceases to be secured and becomes unsecured. If a shortfall results following the sale of the secured assets, the creditor can make a claim for the shortfall amount.

Liquidation secured creditors

In liquidation, a secured creditor is asked to choose what they wish to do with their security. They can decide to either:

- realise their security and claim for any shortfall experienced as an unsecured creditor or
- value the property subject to their security and claim as an unsecured creditor for the expected shortfall, if any or
- surrender their security and claim in the liquidation for their whole debt as an unsecured creditor.

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Bankruptcy or liquidation unsecured creditors

As an unsecured creditor of someone that has gone bankrupt or a company that has gone into liquidation, you are entitled to file a claim in the bankruptcy or liquidation estate. This will entitle you to share in any distribution made by the Official Assignee after all of the bankrupt's or company's assets have been sold. You can file a claim electronically, or by completing a physical claim form. In both instances, you will need to provide evidence to support your claim. If you fail to do so, you might be excluded from any dividends made to creditors.

No Asset Procedure unsecured creditors

Debtors entering the No Asset Procedure will have no realisable assets and no means to pay any money back to creditors. Therefore, as a creditor it is unlikely you will be required to file a claim in the fashion outlined above.

Summary Instalment Order unsecured creditors

Debtors subject to Summary Instalment Orders (SIO) will have a means to repay some, or all of their debts. Before the Order is made creditors will be sent details of the proposed SIO and given the opportunity to object to the terms proposed.

Claims can be filed electronically, or by completing a physical claim form. Evidence must always be provided to support claims and failure to do so may result in exclusion from payments to creditors.

Voluntary Administration creditors

Voluntary Administration (VA) provides creditors with an opportunity to have their affairs examined and rearranged with a view to avoiding liquidation. Creditors play an important part in determining the future of the company by voting at meetings convened by the administrator. Creditors vote on resolutions based on their number and the value of their claims. To ensure you have a voice at these meetings, you must file a claim with the administrator. Evidence must always be provided to support claims.

The moratorium in place during a VA is not binding on creditors who have a security interest over all, or substantially all, of the company's assets. Substantial secured creditors can appoint a receiver if they choose provided they do so within ten (10) working days of receiving notice of the appointment of an administrator. The administration can continue over any of the company's remaining unencumbered assets.

Further information

See the [How do I file a claim?](#) section to learn how to file a claim online.

If you wish to complete a physical claim form, see the [Forms section](#).