

**SAMPLE DRAFT EMAIL FOR SUBMITTING PROOF OF CLAIM**

**To:** [quadriga.trustee@ca.ey.com](mailto:quadriga.trustee@ca.ey.com)

**Subject:** Affected User Proof of Claim –(Insert your name here)

Dear Quadriga Trustee:

Pursuant to Section 124 of the *Bankruptcy and Insolvency Act*, I hereby deliver the attached the Affected User Proof of Claim, together with all supporting documentation, for the following Affected User:

- Full name:
- Quadriga Account Number:
- Address:
- Telephone number:
- Contact person:

Please contact me if you require anything further. Thank you.