

## SCHEDULE "E"

### GUIDE TO COMPLETING THE D&O PROOF OF CLAIM FOR CLAIMS AGAINST FORMER DIRECTORS OR OFFICERS OF DANIER LEATHER INC.

This Guide has been prepared to assist Claimants in filling out the D&O Proof of Claim against any Directors or Officers of Danier Leather Inc. (the "Debtor"). If you have any additional questions regarding completion of the D&O Proof of Claim, please consult the Trustee's website at <http://ksvadvisory.com/insolvency-cases-2/danier-leather-inc/> or contact the Trustee, whose contact information is shown below.

**The D&O Proof of Claim is to be used only by Claimants asserting a claim against a former director and/or officer of Danier Leather Inc., and NOT for claims against Danier Leather Inc. itself.**

Additional copies of the D&O Proof of Claim may be found at the Trustee's website address noted above.

Please note that this is a guide only, and that in the event of any inconsistency between the terms of this guide and the terms of the D&O Claims Procedure Order made on August 11, 2016 (the "D&O Claims Procedure Order"), the terms of the D&O Claims Procedure Order will govern.

#### SECTION 1 - ORIGINAL CLAIMANT

1. A separate D&O Proof of Claim must be filed by each legal entity or person asserting a claim against any Directors or Officers of the Debtor.
2. The Claimant shall include any and all D&O Claims it asserts in a single D&O Proof of Claim.
3. The full legal name of the Claimant must be provided.
4. If the Claimant operates under a different name, or names, please indicate this in a separate schedule in the supporting documentation.
5. If the D&O Claim has been assigned or transferred to another party, Section 2 must also be completed.
6. Unless the D&O Claim is assigned or transferred, all future correspondence, notices, etc. regarding the D&O Claim will be directed to the address and contact indicated in this section.

#### SECTION 2 - ASSIGNEE

7. If the Claimant has assigned or otherwise transferred its D&O Claim, then Section 2 must be completed.
8. The full legal name of the Assignee must be provided.

9. If the Assignee operates under a different name, or names, please indicate this in a separate schedule in the supporting documentation.

10. If the Trustee is satisfied that an assignment or transfer has occurred, all future correspondence, notices, etc. regarding the D&O Claim will be directed to the Assignee at the address and contact indicated in this section.

**SECTION 3 - AMOUNT OF CLAIM OF CLAIMANT AGAINST DIRECTOR OR OFFICER**

11. Indicate the amount the Director or Officer is claimed to be indebted to the Claimant and provide all other request details.

**Currency, Original Currency Amount**

12. The amount of the D&O Claim must be provided in the currency in which it arose.

13. Indicate the appropriate currency in the Currency column.

14. If the D&O Claim is denominated in multiple currencies, use a separate line to indicate the Claim amount in each such currency. If there are insufficient lines to record these amounts, attach a separate schedule indicating the required information.

15. D&O Claims denominated in a currency other than Canadian dollars will be converted into Canadian dollars in accordance with the D&O Claims Procedure Order.

**SECTION 4 - DOCUMENTATION**

16. Attach to the claim form all particulars of the D&O Claim and supporting documentation, including amount, description of transaction(s) or agreement(s) or breach(es) giving rise to the D&O Claim.

**SECTION 5 - CERTIFICATION**

17. The person signing the D&O Proof of Claim should:

- (a) be the Claimant, or authorized representative of the Claimant.
- (b) have knowledge of all the circumstances connected with this D&O Claim.
- (c) have a witness to its certification.

18. By signing and submitting the D&O Proof of Claim, the Claimant is asserting the claim against the Directors and Officers identified therein.

**SECTION 6 - FILING OF CLAIM**

19. The D&O Proof of Claim must be received by the Trustee by no later than 5:00 p.m. (prevailing Eastern Time) on September 12, 2016. D&O Proofs of Claim should be sent by

prepaid ordinary mail, courier, personal delivery or electronic or digital transmission to the following address:

KSV Kofman Inc.  
Trustee in bankruptcy of Danier Leather Inc.  
150 King Street West, Suite 2308  
Toronto, Ontario M5H 1J9

Attention: Noah Goldstein  
Telephone: (416) 932-6207  
E-mail: [ngoldstein@ksvadvisory.com](mailto:ngoldstein@ksvadvisory.com)

**Failure to file your D&O Proof of Claim so that it is received by the Trustee by 5:00 p.m., on September 12, 2016 will result in your claim being barred and you will be prevented from making or enforcing a D&O Claim against any former directors or officers of the Debtor. In addition, you shall not be entitled to further notice in and shall not be entitled to participate as a D&O claimant in these proceedings.**