

December 4, 2018

To whom it may concern,

Rehabilitation Debtor: MtGox Co., Ltd.

Rehabilitation Trustee: Nobuaki Kobayashi, Attorney-at-law

## **Regarding a Filing for a Change of Holder of a Rehabilitation Claim via Offline Method**

### **I. Introduction**

In this document, the rehabilitation trustee explains the process that must be followed by creditors who filed a rehabilitation claim (“Claim”) and wish to transfer the said Claim via Offline Method.

A creditor who wishes to transfer a Claim and he or she cannot file a notice of transfer via online method ([https://www.mtgox.com/img/pdf/20181123\\_announcement\\_online\\_en.pdf](https://www.mtgox.com/img/pdf/20181123_announcement_online_en.pdf)) is expected to follow the instruction explained in this document.

Please note that, subject to the explanations in this document, you can only file for transfer of your rehabilitation claims in entirety, and you cannot file for a transfer of a part of your rehabilitation claims.

### **II. Flow of Process of Transfer of Claim**

#### **1. Process to be followed by the Transferor**

(1) A transferor must notify the rehabilitation trustee of the fact that the transferor wishes to transfer his or her Claim and the name of the transferee by sending an email to [mtgox\\_transfer\\_off@noandt.com](mailto:mtgox_transfer_off@noandt.com) from the contact email address that the transferor notified when he or she filed a proof of Claim. Please note that any emails sent from an email address other than the one that the transferor entered when the transferor filed his or her rehabilitation claim will be deemed to be invalid.

(2) If the rehabilitation trustee receives the aforesaid email notification from the transferor, the rehabilitation trustee will send to the said contact email address an email showing a claim transfer number and URL from which a form titled “Notice of Transfer of Claim and Form of Change of Holder of Claim (for Offline Method-A)” can be downloaded.

(3) Please download the “Notice of Transfer of Claim and Form of Change of Holder of Claim (for Offline Method-A)” from the URL mentioned in (2) and fill in the relevant parts (including the claim transfer number) on the form. Thereafter, please print the completed form and, once it has been signed or affixed with a seal by both the transferor and the transferee, mail it and other required documents (mentioned below) to the address shown below.

MTGOX Co., Ltd. Office of Rehabilitation Trustee  
Suite 202, Kojimachi 3-chome Building 3-4-1 Kojimachi  
Chiyoda-ku Tokyo, Japan 102-0083

## **2. What happens after completing the procedure in 1. above**

(1) The rehabilitation trustee will review the content of the “Notice of Transfer of Claim and Form of Change of Holder of Claim (for Offline Method-A)” and the other required documents. If, as a result of this review, it is found that the form was not completed properly or that there are any issues with the other required documents, the rehabilitation trustee will notify the transferor.

(2) In the case where, as a result of the review, it is found that the form was completed properly and all requirements are satisfied, the rehabilitation trustee will send an email providing notice of the completion of the transfer of claim process to the contact email address that the transferor entered when he or she filed his or her claim, and the email address that the transferee entered in the “Notice of Transfer of Claim and Form of Change of Holder of Claim (for Offline Method-A)”

## **III. Required Documents**

### **1 Notice of Transfer of Claim and Form of Change of Holder of Claim (for Offline Method-A)**

As mentioned in Section II-1-(2), the “Notice of Transfer of Claim and Form of Change of Holder of Claim (for Offline Method-A)” can be downloaded from the URL stated in the email that will be sent to the transferor’s contact email address.

**You must use Adobe Acrobat Reader DC or Adobe Acrobat Pro DC** when you fill in the “Notice of Transfer of Claim and Form of Change of Holder of Claim (for Offline Method-A)”. If you use software other than Adobe Acrobat Reader DC or Adobe Acrobat Pro DC, there is a risk that the form will not be filled in or printed correctly.

After filling in the relevant parts of the form, please print the completed form and have it signed or affixed with a seal by both the transferor and the transferee.

In the case where the form is filled in by an agent, please attach an original power of attorney.

The transferee must fill in and submit the Statement form attached to the form, and submit it together with the form.

### **2 Identity Verification Documents**

Both the transferor and the transferee are required to submit identity verification documents.

#### **(1) Individuals**

A copy of the individual’s identity verification documents, such as a copy of his/her passport, driver’s license or any identity card that contains a photo of his/her face and his/her name written in English or Japanese must be submitted.

## (2) Corporation or Other Legal Entity

The documents in (i) and (ii) below are required as identify verification documents.

(i) Company registration and certificate of seal registration. In the case of a foreign corporation, a certificate of qualification as company representative, such as a certificate issued by a notary or an authentication service provider in the relevant foreign country or a registration certificate issued by an authorized government office in the relevant foreign country; such certificate should state that the corporation was legally established and bear the name of the company's representative. Please provide documents that contain up-to-date information and were issued within the last three months.

(ii) Identity verification documents of the corporate representative. Alternatively, identity verification documents of the administrator who handled the proof of rehabilitation claim procedures and a power of attorney prepared by the company representative.

### **3 Certificate of Seal Registration or Signature**

The transferor must submit a certificate of seal registration issued by an authorized office if the transferor will affix its seal on the "Notice of Transfer of Claim and Form of Change of Holder of Claim (for Offline Method-A)". The transferor must submit a certificate of signature issued by a notary or an authorized office if the transferor will sign on the "Notice of Transfer of Claim and Form of Change of Holder of Claim (for Offline Method-A)".

For any questions you may have, please contact the call center or email address below.

#### **• Call Center**

For Japanese speakers

Telephone: 03-4588-3921

Hours: 10:00 – 17:00 (Japan time) from Monday to Friday (excluding Japanese holidays)

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For English speakers

Telephone: +81-3-4588-3922

Hours: 13:00 – 22:00 (Japan time) from Monday to Friday (excluding Japanese holidays)

#### **• Email Support**

Email: support@mtgox.com