

Thomas Cook Group plc and certain of its subsidiaries, all in liquidation

Guide for former employees

Dated October 2024

Question	Answer
Claims and dividends	
1. What distributions were available to preferential creditors?	<p>Preferential distributions of 100p/£ have been paid in respect of the following employer entities:</p> <ul style="list-style-type: none">• Thomas Cook In Destination Management Limited• Thomas Cook Group Plc• My Travel Group Limited• Thomas Cook Airlines Limited• Thomas Cook Money Limited• Thomas Cook Services Limited <p>Prior to the dividends being paid, the Special Managers wrote to the employees of these entities, providing details of their preferential claims, and any unpaid amounts which would be included in the dividend.</p> <p>All available preferential distributions have now been paid. Any employer entities not listed above do not have funds available for distribution to creditors.</p> <p>If you have any queries in relation to your claims, please contact Evolve IS (agents acting on behalf of AlixPartners Special Managers) as follows:</p> <p>Email tcclaims@evolveis.uk Telephone +44 (0) 121 333 1299</p> <p>Or alternatively contact AlixPartners by email at TCUKemployees@alixpartners.com or by post to Ship Canal House, 8th Floor, 98 King Street, Manchester M2 4WU.</p>
2. What distributions are available to unsecured creditors?	<p>On 8 July 2024, the Liquidator issued notice of their intention to declare a first and final dividend to unsecured creditors of certain of the Thomas Cook Liquidation entities, including the employer entities listed above.</p> <p>On 1 October 2024, the Liquidator declared and paid a first and final distribution to unsecured creditors of certain of the Thomas Cook UK liquidation entities.</p> <p>The level of distribution depended on the funds available for distribution in each individual Thomas Cook company and the level of valid claims received.</p> <p>Details of the entities with funds available to make a distribution and the outcome in respect of each entity can be found at www.gov.uk/ThomasCook.</p>

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	<p>Where your former employer had sufficient funds to enable a distribution to be paid, the Special Managers will have written to you at the address held on file prior to the dividend being paid, providing details of your unsecured claim.</p> <p>All available unsecured distributions have now been paid. Any employer entities not listed above do not have funds available for distribution to creditors.</p> <p>If you have any queries in relation to your claims, please contact Evolve IS (agents acting on behalf of AlixPartners Special Managers) as follows:</p> <p>Email tcclaims@evolveis.uk Telephone +44 (0) 121 333 1299</p> <p>Or alternatively contact AlixPartners by email at TCUKemployees@alixpartners.com or by post to Ship Canal House, 8th Floor, 98 King Street, Manchester M2 4WU.</p>
3. Has tax been deducted from any balance paid?	<p>Tax and National Insurance has been deducted from distributions where applicable.</p> <p>Details of any deductions have been confirmed at the time of payment.</p>
4. How have you established which Thomas Cook company my claim is against?	<p>Following their appointment, the Special Managers reviewed the various company records and compiled a master spreadsheet of each company and its employees according to the company records.</p> <p>This was discussed with the Thomas Cook HR team at the time to ensure the most current and up to date information was used.</p>
General Claims Information	
5. What is the difference between a preferential and an unsecured claim for employees?	<p>UK Insolvency legislation gives legal priority to certain types of creditors for some elements of their claims. These are referred to as preferential claims. If funds are available for distribution to creditors, preferential claims get paid before other "unsecured" creditors.</p> <p>An employee may have both a preferential and unsecured claim depending on what was owed to them at the time of, or as a result of, their employer's insolvency.</p>

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	<p><u>Preferential claims:</u></p> <p>Employee preferential claims, which are outstanding at the relevant date, are specifically defined in Section 386 and Schedule 6 of the Insolvency Act 1986.</p> <p>The types of employee claims that may rank as preferential include unpaid arrears of wages or salary, accrued holiday pay and certain pension arrears.</p> <p>The amount which ranks preferentially may be subject to certain statutory limits in respect of the period covered and/or amount. For example, claims for arrears of wages owed for the four-month period before the insolvency proceedings are subject to a maximum overall claim (per employee) of £800. However, accrued holiday pay is not limited by the same period.</p> <p><u>Unsecured claims:</u></p> <p>An unsecured claim is a claim that is not supported by any security and is not afforded any special priority in law. For employees, unsecured claims will typically include arrears of wages in excess of £800; any amounts employees are owed above the Redundancy Payments Service (RPS) statutory limits for pay in lieu of notice (PILON); and contractual PILON or redundancy pay.</p> <p>An unsecured claim will only be paid if there are sufficient funds available to pay a distribution to the unsecured creditors of that specific company. For most of the Thomas Cook companies which are expected to pay an unsecured distribution, it is anticipated that the dividend level will be minimal.</p>
6. Why did the Redundancy Payments Service (RPS) pay me some or all of my claim?	<p>The RPS accelerates the payment of certain elements of employee claims to avoid employees having to wait until any potential distribution is paid from your insolvent former employer.</p> <p>The RPS will pay up to the specific limits, regardless of whether your former employer has sufficient funds to pay a distribution or not in due course, to minimise the financial impact to employees in an insolvency situation.</p> <p>This is why you may have been paid part or all of your claim by the RPS.</p>

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Listed below are some potential types of unsecured claims that employees may have.	
7. Pay in lieu of notice (PILON) and redundancy pay	Any balance in relation to claims for PILON and redundancy pay will be calculated based on the information provided by the RPS to the Special Managers.
8. Employment Tribunal (ET)	Once the Employment Tribunal has made their decision, and the RPS has been notified and paid their element of the claim (up to statutory limits), the will contact the Special Managers directly to confirm any valid claims. In this instance, the Special Managers recorded these claims as having been proven and no further action was needed by the employees affected.
9. Unpaid expenses	Claims for unpaid expenses can be accepted on provision of copy receipts or evidence of the expenditure, together with any relevant authorisation for the expenses being incurred.
10. Unused gift card/voucher	Any gift card that has an outstanding balance will rank as unsecured claim.
11. Credit card charges for company credit card	These claims can be accepted on provision of copies of the credit card statement and evidence of the payment of these charges being made.
12. Unpaid pension contributions	<p>Certain employee contributions up to four months prior to the insolvency are treated as a preferential claim and the balance will form part of an employee's unsecured claim in the Liquidation.</p> <p>Please note that the Special Managers submitted information to the RPS in relation to unpaid pension contributions and these were successfully paid in full by the RPS to the Thomas Cook Defined Contribution Scheme and subsequently allocated to the individual members' savings in January 2020.</p> <p>Former employees who were members of the Thomas Cook Defined Contribution Scheme therefore do not have individual claims for unpaid pension contributions from the Liquidations. This liability now forms part of the RPS' claim in the Liquidations.</p>
13. Loss of licence	Any valid claim for loss of licence can be considered where insurance coverage is not available under the policies in place prior to the Liquidation and evidence has been provided in support of the claim.