

IN THE UNITED STATES BANKRUPTCY COURT
FOR THE DISTRICT OF DELAWARE

020000-PW

In re : Chapter 11
: :
BROADBAND OFFICE, INC., : Case No. 01-1720 (GMS)
: :
Debtor. :

NOTICE OF BAR DATES AND PROCEDURES FOR FILING PROOFS OF CLAIM AND REQUESTS FOR ALLOWANCE AND PAYMENT OF ADMINISTRATIVE EXPENSE CLAIM

TO: ALL CREDITORS, INTEREST HOLDERS, AND PERSONS, ENTITIES, OR GOVERNMENTAL UNITS THAT ASSERT A CLAIM OR INTEREST AGAINST THE DEBTOR, BROADBAND OFFICE, INC. (the "Debtor")

PLEASE TAKE NOTICE that the United States Bankruptcy Court for the District of Delaware (the "Court") has entered an order declaring that February 15, 2002, at 5:00 p.m. Eastern Standard Time (the "Claims Bar Date") will be the last date and time by which entities may file: (i) proofs of claim against the Debtor ("Proofs of Claim"), except as set forth below; and (ii) requests for payment against the Debtor for claims entitled to administrative expense priority treatment under 11 U.S.C. §§ 503 and 507(a)(1) ("Administrative Claims") that first accrued or were incurred on or before December 31, 2001 ("Requests"), including claims asserted under 11 U.S.C. § 546(c) and/or § 2-702 of the Uniform Commercial Code. The Claims Bar Date will be enforceable notwithstanding any otherwise applicable nonbankruptcy law that governs the timing of the assertion of a Claim against the Debtor. For your convenience, enclosed with this Notice is a proof of claim form and official instructions for completing it.

Copies of the Bar Date Order may be obtained by contacting the Clerk of the Court, and in the event of an inconsistency with this notice, the terms of the Bar Date Order shall govern. All capitalized terms not otherwise defined herein shall have the respective meanings set forth in the Bar Date Order.

THE FACT THAT YOU HAVE RECEIVED THIS NOTICE DOES NOT MEAN THAT YOU HAVE A CLAIM OR THAT THE DEBTOR BELIEVES THAT YOU HAVE A CLAIM. YOU SHOULD NOT FILE A PROOF OF CLAIM OR AN ADMINISTRATIVE CLAIM IF YOU DO NOT HAVE A CLAIM AGAINST THE DEBTORS OR IF THE CLAIM YOU HELD AS OF MAY 9, 2001 HAS BEEN PAID.

DEFINITION OF CLAIM

For purposes of these deadlines and procedures, the term "Claim" will have the meaning set forth in § 101(5) of the Bankruptcy Code, and will include, without limitation, (i) any right to payment, whether arising in contract, tort, or by statute, and whether or not reduced to judgment, liquidated, unliquidated, fixed, contingent, matured, unmatured, disputed, undisputed, legal, equitable, secured, or unsecured, regardless of whether or not actual injury has or has not yet been manifested or actual losses have or have not yet been incurred; (ii) equitable remedies for breach of performance if such breach gives rise to a right to payment, whether or not such right is reduced to judgment, liquidated, unliquidated, fixed, contingent, matured, unmatured, disputed, undisputed, legal, equitable, secured, or unsecured, and regardless of whether or not actual injury has or has not yet been manifested or actual losses have or have not yet been incurred; and (iii) any claim for an administrative expense described by §§ 502(b) and 507(a)(1) of the Bankruptcy Code.

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PERSONS OR ENTITIES WHO MUST FILE A PROOF OF CLAIM

Pursuant to the Bar Date Order, all Entities holding Claims against the Debtor, whether secured, priority or unsecured, that arose prior to May 9, 2001 (the "Petition Date") are required to file proofs of claim by the Claims Bar Date, including, without limitation: (i) creditors whose Claims against the Debtors arise out of the rejection of executory contracts or unexpired leases by the Debtor prior to entry of the Bar Date Order; and (ii) Entities whose Claims against the Debtor arise out of the obligations of such Entities under a contract for the provision of liability insurance to a Debtors. The following exceptions to the Claims Bar Date shall apply:

- (i) The Claims Bar Date shall not apply to any Administrative Claim previously allowed by order of the Court.
- (ii) The Claims Bar Date shall not apply to any Administrative Claim for which a Request has already been properly filed with the Court, provided that such Request clearly and specifically states that the claim is asserted as an Administrative Claim and identifies with particularity the nature of the Administrative Claim asserted.
- (iii) The Claims Bar Date shall not apply to any Administrative Claim arising under §§ 327, 330, and 331 of the Bankruptcy Code for allowance and/or reimbursement of expenses of a professional employed in this case by the Debtor or the Committee pursuant to an Order of the Court or claims for reimbursement of expenses for Committee members.
- (iv) Any Claim listed in the Debtor's Schedules D, E, or F and which is not listed as disputed, contingent or unliquidated shall be deemed allowed without the need to file a Proof of Claim. Such allowance shall be limited to the amount, nature, priority, and security stated in the applicable Schedule(s) and may not be amended or supplemented after the Claims Bar Date. The Debtor shall retain the right to (A) dispute or assert offsets or defenses against any such Claim or any Claim listed or reflected in the Schedules as to nature, amount, liability, classification or otherwise or (B) subsequently designate any scheduled Claim as disputed, contingent or unliquidated, provided, however, that if the Debtor amends the Schedules to change or alter a scheduled Claim adversely, then the affected claimant shall have until the thirty-third day after mailing of notice of such amendment to such creditor to file a Proof of Claim with respect to such Claim. Nothing set forth herein shall preclude the Debtor from objecting to any Claim, whether scheduled or filed, on any grounds.
- (v) Any entity holding an interest in the Debtor (each an "Interest Holder"), which interest is based exclusively upon the ownership of stock in the Debtor, or warrants or rights to purchase, sell or subscribe to a security or interest in the Debtor (any such interest being referred to as an "Interest"), need not file a proof of interest on account of such interest on or before the Claims Bar Date. Should it become reasonably apparent in the future that distributions will be made to Interest Holders, further procedures and deadlines will be implemented. This exception to the Claims Bar Date shall not apply to Claims that arise out of or relate to the ownership or purchase of an Interest, including Claims arising out of or relating to the sale, issuance or distribution of the Interest.

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- (vi) A Proof of Claim relating to a Claim arising out of the rejection of an executory contract or unexpired lease of the Debtor (a "Rejection Damage Claim") that is approved by an order of the Court entered after entry of the Bar Date Order but before confirmation of a plan, shall be filed by the later of: (a) the Claims Bar Date, and (b) 30 days after the entry of an order, pursuant to 11 U.S.C. § 365, authorizing such rejection.
- (vii) A Proof of Claim relating to a Claim arising under 11 U.S.C. § 502(h) as a result of the bankruptcy estate's recovery of a voidable transfer shall be filed by the later of: (i) the Claims Bar Date, and (ii) thirty (30) days after the date on which an order avoiding such transfer is entered by the Court.

CONSEQUENCES OF FAILURE TO FILE PROOF OF CLAIM

Unless otherwise specifically ordered by the Court, any entity that is required to but does not file a Request or Proof of Claim in connection with a Claim in compliance with the procedures and deadlines established by the Court: (i) shall be forever barred, estopped, and enjoined from asserting such Claim against the Debtor (or filing a Request or Proof of Claim with respect thereto); and (ii) shall not be permitted to participate in any distribution in this case on account of such claim or receive further notices regarding such claim or mailings. Moreover, for all entities that fail to file a timely Request or Proof of Claim in accordance with the deadlines and procedures set forth herein, the Debtor and its estate shall be forever discharged from any and all indebtedness or liability with respect to such holder on account of such claims; provided, however, that nothing herein shall prevent the Debtor from paying a Claim that was not timely filed in accordance with the procedures and deadlines set forth herein, but that was incurred in the ordinary course of business by the Debtor and is not disputed as to amount and liability. **If it is unclear from the Schedules whether your Claim is disputed, contingent or unliquidated as to the amount, or is otherwise properly scheduled and classified, you must file a Proof Of Claim and/or Request as appropriate by the deadline established by the Claims Bar Date.**

RESERVATION OF RIGHTS

The Debtors reserve the right to dispute, or to assert offsets or defenses against any filed Claim or any Claim listed or reflected in the Schedules as to nature, amount, liability, nature, classification or otherwise. Nothing in this Notice shall preclude the Debtors from objecting to any Claim, whether scheduled or filed, on any grounds.

TIME AND PLACE FOR FILING REQUESTS AND PROOFS OF CLAIM AND CONTENT

Requests and Proofs of Claim must be filed with the Claims Agent at the following address, and must be **actually received** by the Claims Agent no later than the Claims Bar Date:

BroadBand Office, Inc.
c/o Claims Processing
Bankruptcy Services LLC
Heron Tower
70 East 55th Street, 6th Floor
New York, NY 10022

Copies, together with any and all exhibits, schedules, or other documents attached or filed concurrently therewith, must be sent to counsel for the Debtor and counsel for the Committee at the following addresses:

Pepper Hamilton LLP
Attn: Adam Hiller
1201 Market Street, Suite 1600
P.O. Box 1709
Wilmington, DE 19899-1709

Dechert
Attn: R. Craig Martin, Esquire
4000 Bell Atlantic Tower
1717 Arch Street
Philadelphia, PA 19103-2793

Requests and Proofs of Claim will be deemed filed only when **actually received** by the Claims Agent, as evidenced by the time-stamp on such Requests and Proofs of Claim by the Claims Agent. Requests and Proofs of Claim must be filed in the English language and stated in lawful currency of the United States (to the extent known and determinable). Any claimant that wishes to receive an acknowledgement that its Request or Proof of Claim has been received and filed with the Claims Agent must provide an additional copy and a postage-paid, self-addressed return envelope.

Any Request filed in this case must, at a minimum: (a) clearly identify the holder of the alleged Administrative Claim, including the name and mailing address of such claimant; (b) state the specific factual and legal basis for the alleged Administrative Claim; (c) have attached to it copies of any writings upon which the claim is based; (d) state the specific dollar amount claimed; and (e) expressly identify the Claim as an "administrative claim" or specify that the Claim asserted is entitled to administrative priority. Any Proof of Claim filed in this case must, at a minimum, comply with all requirements for a proof of claim under the Bankruptcy Code and all applicable Federal and Local Bankruptcy Rules.

Following the Claims Bar Date, a Claimant may amend a timely-filed Request or Proof of Claim only to the extent that: (i) the amendment is based upon the same facts and circumstances as a timely-filed original Request or Proof of Claim; and (ii) the additional amounts set forth in such amended Request or Proof of Claim were not reasonably ascertainable prior to the Claims Bar Date. The Debtor reserves its right to object to any amended Request that does not comply with this paragraph.

All potential claimants have an affirmative duty to review the Notice mailed to them and, if necessary, to file a timely Request and/or Proof of Claim. Claimants may not rely upon their agents and/or attorneys to meet the proposed deadlines or satisfy the other obligations to be required of claimants with respect to the filing of Requests and/or Proofs of Claim.

ADDITIONAL INFORMATION

If you require additional information regarding this notice, you should contact Adam Hiller, Pepper Hamilton LLP, 1201 North Market Street, 16th Floor, Wilmington, Delaware 19801, (302) 777-6582. If you require additional information on whether and how to prepare and file a proof of claim or request for administrative claim, you should contact an attorney.

Dated: January 10, 2002
Wilmington, Delaware

BY ORDER OF THE UNITED STATES
BANKRUPTCY COURT

David B. Stratton (Bar No. 960)
David M. Fournier (Bar No. 2812)
Pepper Hamilton LLP
1201 North Market Street, 16th Floor
Wilmington, DE 19801

Attorneys for the Debtors

FORM 10. PROOF OF CLAIM

United States Bankruptcy Court District of Delaware	PROOF OF CLAIM
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In re
BroadBand Office, Inc., Case Number 01-1720 (GMS) (Chapter 11)

NOTE: This form should not be used to make a claim for an administrative expense arising after the commencement of the case. A "request" of payment of an administrative expense may be filed pursuant to 11 U.S.C. § 503.

Name of Creditor (<i>The person or entity to whom the debtor owes money or property</i>)	<input type="checkbox"/> Check box if you are aware that anyone else has filed a proof of claim relating to your claim. Attach copy of statement giving particulars
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Name and Addresses Where Notices Should be Sent	<input type="checkbox"/> Check box if you have never received any notices from the bankruptcy court in this case
Telephone number:	<input type="checkbox"/> Check box if the address differs from the address on the envelope sent to you by the court.

THIS SPACE IS FOR COURT USE ONLY

ACCOUNT OR OTHER NUMBER BY WHICH CREDITOR IDENTIFIES DEBTOR:	Check here if this <input type="checkbox"/> replaces <input type="checkbox"/> amends a previously filed claim, dated _____.
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1. BASIS FOR CLAIM	
<input type="checkbox"/> Goods sold <input type="checkbox"/> Services performed <input type="checkbox"/> Money loaned <input type="checkbox"/> Personal injury/wrongful death <input type="checkbox"/> Taxes <input type="checkbox"/> Other (Describe briefly)	<input type="checkbox"/> Retiree benefits as defined in 11 U.S.C. §1114(a) <input type="checkbox"/> Wages, salaries, and compensation (Fill out below) Your social security number _____ Unpaid compensations for services performed from _____ to _____ (date) (date)

2. DATE DEBT WAS INCURRED	3. IF COURT JUDGMENT, DATE OBTAINED
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4. TOTAL AMOUNT OF CLAIM AT TIME CASE FILED:			
\$ _____ (Unsecured)	\$ _____ (Secured)	\$ _____ (Priority)	\$ _____ (Total)

Check this box if claim includes prepetition charges in addition to the principal amount of the claim. Attach itemized statement of all additional charges.

5. SECURED CLAIM. <input type="checkbox"/> Check this box if your claim is secured by collateral (including a right of setoff). Brief description of Collateral: <input type="checkbox"/> Real Estate <input type="checkbox"/> Motor Vehicle <input type="checkbox"/> Other _____ Value of collateral: \$ _____ Amount of arrearage and other charges at time case filed included in secured claim, if any: \$ _____	6. UNSECURED NONPRIORITY CLAIM <input type="checkbox"/> Check this box if you have an unsecured priority claim. Amount entitled to priority: \$ _____ Specify the priority of the claim: <input type="checkbox"/> Wages, Salaries, or commissions (up to \$4,650), earned within 90 days before filing of the bankruptcy petition or cessation of the debtor's business, whichever is earlier - 11 U.S.C. § 507(a)(3) <input type="checkbox"/> Contributions to an employee benefit plan - 11 U.S.C. § 507(a)(4) <input type="checkbox"/> Up to \$2,100 of deposits toward purchase, lease, or rental of property or services for personal, family or household use - 11 U.S.C. § 507(a)(6) <input type="checkbox"/> Taxes or penalties owed to governmental units - 11 U.S.C. § 507(a)(8) <input type="checkbox"/> Other - Specify applicable section of 11 U.S.C. § 507(____).
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6. CREDITS AND SETOFFS: The amount of all payments on this claim has been credited and deducted for the purpose of making this proof of claim. In filing this claim, claimant has deducted all amounts that claimant owes to debtor. 7. SUPPORTING DOCUMENTS: Attach copies of all supporting documents, such as promissory notes, purchase orders, invoices, itemized statements of running accounts, contracts, court judgments, evidence of liens, and evidence of perfection. DO NOT SEND ORIGINAL DOCUMENTS. If the documents are not available, explain. If the documents are voluminous, attach a summary. 8. TIME-STAMPED COPY: To receive an acknowledgment of the filing of your claim, enclose a stamped, self-addressed envelope and copy of this proof of claim.	THIS SPACE IS FOR COURT USE ONLY
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Date _____	Sign and print the name and title, if any, of the creditor or other person authorized to file this claim (attach copy of power of attorney, if any). _____
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Penalty for presenting fraudulent claim: Fine of up to \$500,000.00 or imprisonment for up to 5 years, or both. 18 U.S.C. §§ 152 and 3571

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ADMINISTRATIVE CLAIM REQUEST

In re
BroadBand Office, Inc., Case Number 01-1720 (GMS) (Chapter 11)

NOTE: This is not a proof of claim form. This form should be used to make a claim for an administrative expense arising after the commencement of the case pursuant to 11 U.S.C § 503.

Name of Creditor (The person or entity to whom the debtor owes money or property)

Check box if you are aware that anyone else has filed a request for payment relating to your administrative claim. Attach copy of statement giving particulars

Name and Addresses Where Notices Should be Sent

Check box if you have never received any notices from the bankruptcy court in this case

Telephone number:

Check box if the address differs from the address on the envelope sent to you by the court.

THIS SPACE IS FOR COURT USE ONLY

ACCOUNT OR OTHER NUMBER BY WHICH CREDITOR IDENTIFIES DEBTOR:

Check here if this replaces amends a previously filed request, dated _____.

1. BASIS FOR REQUEST

- Goods sold postpetition
- Services performed postpetition
- Money loaned postpetition
- Personal injury/wrongful death postpetition
- Postpetition taxes
- Other administrative obligations (Describe briefly):

- Postpetition retiree benefits as defined in 11 U.S.C. §1114(a)
- Postpetition wages, salaries, and compensation (Fill out below)
Your social security number _____
Unpaid compensations for services performed
from _____ to _____
(date) (date)

2. DATE DEBT WAS INCURRED

3. IF COURT JUDGMENT, DATE OBTAINED

4. TOTAL AMOUNT OF ADMINISTRATIVE CLAIM: \$ _____

Check this box if claim includes interest or charges in addition to the principal amount of the claim, and attach itemized statement of all interest or additional charges.

6. CREDITS AND SETOFFS: In filing this administrative claim request, the claimant has deducted all amounts that the claimant owes to the debtor.

THIS SPACE IS FOR COURT USE ONLY

7. SUPPORTING DOCUMENTS: Attach copies of all supporting documents, such as promissory notes, purchase orders, invoices, itemized statements of running accounts, contracts, court judgments, evidence of liens, and evidence of perfection. DO NOT SEND ORIGINAL DOCUMENTS If the documents are not available, explain. If the documents are voluminous, attach a summary.

8. TIME-STAMPED COPY: To receive an acknowledgment of the filing of this request, enclose an additional copy and a stamped, self-addressed envelope.

Date

Sign and print the name and title, if any, of the creditor or other person authorized to file this request (attach copy of power of attorney, if any).

Penalty for presenting fraudulent claim: Fine of up to \$500,000.00 or imprisonment for up to 5 years, or both. 18 U.S.C. §§ 152 and 3571