

Eastman Kodak Company  
c/o KCC  
2335 Alaska Ave  
El Segundo, CA 90245



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UNITED STATES BANKRUPTCY COURT  
SOUTHERN DISTRICT OF NEW YORK

In re:	)	Chapter 11
	)	
	)	Case No. 12-10202 (ALG)
EASTMAN KODAK COMPANY, <i>et al.</i> , <sup>1</sup>	)	
	)	(Jointly Administered)
Debtors.	)	

**NOTICE OF THE DEADLINE AND PROCEDURES FOR FILING CERTAIN  
ADMINISTRATIVE CLAIMS**

PLEASE TAKE NOTICE THAT, on September 5, 2013, the United States Bankruptcy Court for the Southern District of New York (the “Court”), having jurisdiction over the chapter 11 cases of Eastman Kodak Company and its affiliated debtors listed below, as debtors in possession (collectively, the “Debtors”) entered an order (the “Administrative Claim Bar Date Order”) establishing **October 18, 2013 at 5:00 p.m. (Prevailing Eastern Time)** (the “Administrative Claim Bar Date”) as the last date and time for each person or entity (including, without limitation, individuals, partnerships, corporations, joint ventures, trusts and governmental units as defined in section 101(27) of the Bankruptcy Code) to file a request for payment (a “Request for Payment”) for each General Administrative Claim (as defined below) against any of the Debtors.

**1. WHO MUST FILE A REQUEST FOR PAYMENT**

You **MUST** file a **Request for Payment** to share in the Debtors’ estates if you have a General Administrative Claim and it is not among the types of claims described in section 4 below.

Pursuant to section 101(5) of the Bankruptcy Code and as used in this notice, the word “claim” means: (a) 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; or (b) a right to an equitable remedy for breach of performance if such breach gives rise to a right to payment, whether or not such right to an equitable remedy is reduced to judgment, fixed, contingent, matured, unmatured, disputed, undisputed, secured, or unsecured.

<sup>1</sup> The Debtors in these chapter 11 cases, along with the last four digits of each Debtor’s federal tax identification number, are: Eastman Kodak Company (7150); Creo Manufacturing America LLC (4412); Eastman Kodak International Capital Company, Inc. (2341); Far East Development Ltd. (2300); FPC Inc. (9183); Kodak (Near East), Inc. (7936); Kodak Americas, Ltd. (6256); Kodak Aviation Leasing LLC (5224); Kodak Imaging Network, Inc. (4107); Kodak Philippines, Ltd. (7862); Kodak Portuguesa Limited (9171); Kodak Realty, Inc. (2045); Laser-Pacific Media Corporation (4617); NPEC Inc. (5677); Pakon, Inc. (3462); and Qualex Inc. (6019). The location of the Debtors’ corporate headquarters is: 343 State Street, Rochester, NY 14650.

A **General Administrative Claim** constitutes a claim arising under sections 503(b), 507(b) or, to the extent applicable, 1114(e)(2) of the Bankruptcy Code, including: (a) the actual and necessary costs and expenses incurred after the Petition Date and through the Effective Date<sup>2</sup> of preserving the Estates and operating the business of the Debtors and (b) all fees and charges assessed against the Estates under chapter 123 of title 28 of the United States Code, 28 U.S.C. 1911 and 1930, but does not include DIP Facility Claims and Professional Claims against any of the Debtors.

## 2. WHAT TO FILE

All Requests for Payment must be **signed** by the claimant or, if the claimant is not an individual, by an authorized agent of the claimant. It must be written in English and be denominated in United States currency. You should attach to your completed Request for Payment any documents on which the claim is based (if voluminous, attach a summary) or an explanation as to why the documents are not available. Any person who wishes to receive proof of receipt of their Request for Payment from KCC must include with their Request for Payment a copy of their Request for Payment and a self-addressed, stamped envelope.

Any holder of a General Administrative Claim against more than one debtor must file a separate claim with respect to each such Debtor and all holders of claims must identify on their Request for Payment the specific Debtor against which their claim is asserted and the case number of that Debtor's bankruptcy case. A list of the names of the Debtors and their case numbers is set forth above.

## 3. WHEN AND WHERE TO FILE

All Requests for Payment must be filed so as to be actually received on or before **October 18, 2013 at 5:00 p.m. (Prevailing Eastern Time)** at the following address by first-class mail, hand delivery or overnight courier:

Eastman Kodak Claims Processing Center  
c/o Kurtzman Carson Consultants LLC  
2335 Alaska Avenue  
El Segundo, CA 90245

or by hand delivery at:

Clerk of the United States Bankruptcy Court  
One Bowling Green, Room 534  
New York, New York 10004-1408

Requests for Payment will be deemed timely filed only if **actually received** by Kurtzman Carson Consultants LLC or the Court on or before the Administrative Claim Bar Date. Requests for Payment may **not** be delivered by facsimile, telecopy, or electronic mail transmission.

<sup>2</sup> All capitalized terms not defined herein shall have the meanings ascribed to them in the Debtors' First Amended Joint Chapter 11 Plan of Reorganization of Eastman Kodak Company and Its Debtor Affiliates [Docket No. 4073].

4. **WHO NEED NOT FILE A REQUEST FOR PAYMENT**

You do not need to file a Request for Payment on or prior to the Administrative Claim Bar Date if you are a:

- (a) Holder of an Allowed Administrative Claim;
- (b) Holder of a 503(b)(9) Claim, which requests for payment of a 503(b)(9) Claim shall be governed by the 503(b)(9) Procedures Order;
- (c) Holder of an Ordinary Course General Administrative Claim (defined as a General Administrative Claim that is a monetary obligation for (a) goods or services incurred by the Debtors in the ordinary course of the Debtors' business or (b) compensation under any of the Debtors' Compensation and Benefits Programs);
- (d) Holder of a Claim of a Governmental Unit not required to be filed pursuant to section 503(b)(1)(D) of the Bankruptcy Code;
- (e) Holder of a General Administrative Claim held by a current officer, director or employee of any Debtor for indemnification, contribution, or advancement of expenses pursuant to such Debtor's certificate of incorporation, by-laws, or similar organization document;
- (f) Holder of a Non-Qualified Plan Accrual Claim;
- (g) Holder of a Professional Claim; or
- (h) Holder of a Claim for U.S. Trustee Fees.

**This notice is being sent to many persons and entities that have had some relationship with or have done business with the Debtors but may not have an unpaid claim against the Debtors. THE FACT THAT YOU HAVE RECEIVED THIS NOTICE DOES NOT MEAN THAT YOU HAVE AN ADMINISTRATIVE CLAIM OR THAT THE DEBTORS OR THE COURT BELIEVE THAT YOU HAVE AN ADMINISTRATIVE CLAIM.**

5. **CONSEQUENCES OF FAILURE TO FILE A REQUEST FOR PAYMENT BY THE ADMINISTRATIVE CLAIM BAR DATE**

ANY HOLDER OF A GENERAL ADMINISTRATIVE CLAIM WHO IS REQUIRED TO, BUT DOES NOT, FILE AND SERVE A REQUEST FOR PAYMENT OF A GENERAL ADMINISTRATIVE CLAIM PURSUANT TO THE PROCEDURES SPECIFIED HEREIN ON OR PRIOR TO THE ADMINISTRATIVE CLAIM BAR DATE SHALL BE BARRED FROM ASSERTING SUCH GENERAL ADMINISTRATIVE CLAIM AGAINST THE DEBTORS OR THEIR RESPECTIVE PROPERTY, AND SUCH GENERAL

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ADMINISTRATIVE CLAIM SHALL BE DEEMED DISCHARGED AS OF THE EFFECTIVE DATE.

**A holder of a possible claim against the Debtors should consult an attorney regarding any matters not covered in this notice, such as whether the holder should file a Request for Payment. Neither the attorneys for the Debtors nor their Court-appointed noticing and claims agent, Kurtzman Carson Consultants LLC, are authorized to provide you with any legal advice.**

**IF YOU HAVE ANY QUESTIONS REGARDING THIS NOTICE, PLEASE  
CONTACT THE RESTRUCTURING HOTLINE AT (888) 249-2721**

Dated: September 5, 2013  
New York, New York

BY ORDER OF THE COURT

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