

Alpha Protective Services, Inc.

c/o Hays Financial Consulting, LLC

3343 Peachtree Road, Suite 200

Atlanta, GA 30326

February 26, 2013

Dear Former Employee of Alpha Protective Services Inc.:

As you know, in December the bankruptcy case of Alpha Protective Services, Inc. ("Alpha") was converted from Chapter 11 reorganization to Chapter 7 liquidation. As a result, wages you earned over the last few weeks of your employment were not paid.

Wages earned during the Chapter 11 case are referred to as "Administrative Expenses" and the court has established a bar date by which you must file a claim to have your wages paid. The bar date is March 31, 2013 and a copy of the Order and Notice Establishing Bar Date is available at www.haysconsulting.net/Alpha_Protective_Services. Accordingly, you need to file a Claim with the Bankruptcy Court for Administrative Expense (identified as the "Post-Petition Claim" on attached schedule).

You must complete the attached form, sign and date, and then mail to the Bankruptcy Court no later than March 31, 2013 to have a valid claim. You should include the attached page showing the claim amount as backup. **Your claim for Post-Petition wages should be placed on the form marked "Request for ... Administrative Expense Claim" at the top included with this letter.**

To ensure the correct processing of your claim, please fill out the forms as follows. If we do not mention a box in the list below, please leave that box blank:

Line 1, Amount of claim: Your claim amount is listed on a separate sheet attached to this letter. Please write in the amount of the claim in the blank on Line 1.

Page 2, Declaration: Place the amount of the claim in the blank in the sentence beginning "Whereas".

Below that sentence, sign and date the form where indicated. Please print your name, address, and phone number on the form. Attach a copy of the sheet showing your claim amount to this form. Mail the Proof of Claim and attachment to:

**Clerk, United States Bankruptcy Court
433 Cherry Street
P.O. Box 1957
Macon, GA 31202**

Pursuant to the Notice, you are also required to mail a copy of the Claim form to the trustee:

**Neil C. Gordon
Arnall, Golden Gregory, LLP
171 17th Street NW Suite 2100
Atlanta, GA 30363-1031**

Please note that filing a claim does not guarantee that you will receive payment for your claim. You may receive all, part, or none of the amount of your claim based on the funds available to creditors. Also, because your claim is for unpaid wages, you will be subject to income and social security taxes on any amount paid out to you.

If you have any questions regarding filing your proof of claim or the amount we calculated, please contact Brad Van Etten, Manager, Hays Financial Consulting, at 404-442-2467 or by email at bvanetten@haysconsulting.net.

Sincerely,

Brad Van Etten
Manager, Hays Financial Consulting, LLC
On behalf of Chapter 7 Trustee, Neil Gordon

UNITED STATES BANKRUPTCY COURT
FOR THE MIDDLE DISTRICT OF GEORGIA

IN RE: : Chapter 7
: :
ALPHA PROTECTIVE SERVICES, INC., : Case No. 12-70482_JTL
: Jointly Administered
: :
Debtors. : Judge John T. Laney, III
: :

**REQUEST FOR ALLOWANCE AND PAYMENT OF CHAPTER 11
ADMINISTRATIVE EXPENSE CLAIM**

The undersigned, the holder of a Chapter 7 administrative expense (the “Administrative Claim”) claim as defined by 11 U.S.C. § 503 that arose in the above captioned cases of Alpha Protective Services Inc., (the “Debtor”) on or after the conversion of the Bankruptcy Cases from Chapter 11 proceedings to proceedings under Chapter 7 on December 20, 2012, states as follows:

1. The undersigned holds a Chapter 7 Administrative Claim in the amount of \$ _____ against Alpha Protective Services, Inc.

2. The consideration for the debt (or ground for this liability) owed by the Debtor is as follows:

Services performed by the creditor while an employee of Alpha Protective Services, Inc.

3. The Chapter 7 Administrative Claim is entitled to administrative expense priority under 11 U.S.C. § 503(b) because:

Employee performed services during the period from December 1, 2012 through December 21, 2012 for Alpha Protective Services. Wages and/or salaries due for that period have not been paid to the employee.

4. A copy of the writing on which the Chapter 7 Administrative Claim is founded, if any, is attached hereto or cannot be attached for the reason(s) set forth in the statement attached hereto.

5. All payments on the Chapter 7 Administrative Claim have been credited and deducted for the purpose of making this request.

6. The undersigned is aware that under 18 U.S.C. §§ 152 and 3571, the penalty for presenting a fraudulent claim in a bankruptcy case may include a fine of up to \$500,000 or imprisonment for up to five years, or both.

WHEREFORE, the undersigned requests that the Bankruptcy Court allow the Chapter 7 Administrative Claim in the amount of \$_____ to the undersigned, to be paid in accordance with the priorities set forth in the Bankruptcy Code.

Dated: _____, 2013.

Name of Claimant: _____

Signed: _____

Address: _____

Telephone: () _____