

**Ontario Energy
Board**
P.O. Box 2319
27th. Floor
2300 Yonge Street
Toronto ON M4P 1E4
Telephone: 416- 481-1967
Facsimile: 416- 440-7656
Toll free: 1-888-632-6273

**Commission de l'énergie
de l'Ontario**
C.P. 2319
27e étage
2300, rue Yonge
Toronto ON M4P 1E4
Téléphone: 416- 481-1967
Télécopieur: 416- 440-7656
Numéro sans frais: 1-888-632-6273



BY E-MAIL

November 12, 2009

Mr. Frank Perri
President
Glenridge Gas Utilization Inc.
340 Vansickle Road, P.O. 3083
St. Catharines ON L2R 6R8

Dear Mr. Perri:

**Re: Glenridge Gas Utilization Inc.
Application for Electricity Retailer Licence
Board File Number EB-2009-0393**

The Board has reviewed your application for an electricity retailer licence. Your application is currently incomplete and cannot be processed until the following has been filed:

- With respect Section 12 financial information, the filed audited statements require the signatures of two of your company's Board of directors.

The Board will resume processing your application once the above information has been filed. If the above information is not filed within 30 days of the date of this letter, the Board may close the file for this application.

The Board also notes that there is some additional information typically asked for in a licence application. It includes the following:

- Two pieces of identification for each key individuals identified in your application. One of them must include a photo. The information is necessary for the Board to conduct a police record check with the Ontario Provincial Police on all key individuals reported in Section D14 of the application.

There is no expectation that this additional information is needed to begin the process of reviewing this application. However, by providing such information at the same time as the required information, the processing of this application can be expedited.

Upon receipt of the required information the Board will issue an acknowledgement letter indicating the expected date on which a decision and/or order may be rendered.

Please file two paper copies of the additional material and an electronic version in Word and in searchable Adobe Acrobat (if available) with the Board Secretary. Electronic copies may be submitted on CD or by e-mail to boardsec@oeb.gov.on.ca.

Please direct any questions relating to this application to Julie Doherty, Advisor at +1 (416) 440-8133 or e-mail, Julie.Doherty@oeb.gov.on.ca.

Yours truly,

Original signed by

John Pickernell
Assistant Board Secretary