

**Ontario Energy
Board**
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Toronto ON M4P 1E4
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**Commission de l'énergie
de l'Ontario**
C.P. 2319
27e étage
2300, rue Yonge
Toronto ON M4P 1E4
Téléphone: 416- 481-1967
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BY E-MAIL

February 10, 2011

Al Paskevicius
Manager, Utilities Services
McMaster University
1280 Main Street West
CSB-102
Hamilton ON L8S 4M3

Dear Mr Paskevicius:

**Re: Application for Electricity Retailer Licence
Board File Number EB-2011-0034**

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:

1. Section 17 Certification and Acknowledgement, Page 26 – your application must be signed by each key individual identified in section 8 (b).
2. The Board has updated its form regarding key individuals and the background checks undertaken with law enforcement agencies. Please have each key individual identified in section 8(b) of the application fill out the attached form. Key individual Joe Emberson must submit one piece of ID in replacement of a health card as it is no longer acceptable in support of the background check by law enforcement agencies.

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.

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 Irina Kuznetsova, Advisor at (416) 440-8138 or e-mail, Irina.Kuznetsova@oeb.gov.on.ca.

Yours truly,

Original signed by

John Pickernell
Assistant Board Secretary

Attachment: Each Key Individual Personal Information and Consent.