

**From:** OEB Board Secretary Office  
**Sent:** February 1, 2012 9:00 AM  
**To:** 'Myrna\_Castro@transalta.com'  
**Subject:** Licence Expiring in 6 Months auto e-mail Electricity

February 1, 2012

Myrna Castro  
Contract Administrator  
TransAlta Energy Marketing (U.S.) Inc.  
110 - 12 Avenue SW  
Calgary AB T2R 0G7

Dear Ms. Castro:

Re: Electricity Wholesaler Licence Renewal  
TransAlta Energy Marketing (U.S.) Inc. - EW-2007-0611

Your Electricity Wholesaler Licence EW-2007-0611 is due to expire on July 19, 2012.

If TransAlta Energy Marketing (U.S.) Inc. wishes to continue to participate in the Ontario Electricity market, you are invited to file an application to renew TransAlta Energy Marketing (U.S.) Inc.'s Electricity Wholesaler Licence. As you are aware, TransAlta Energy Marketing (U.S.) Inc. is not permitted to carry out activities described in section 57 of the *Ontario Energy Board Act, 1998* (the "Act") without a licence.

The standard time required to issue a licence is 90 days from receipt of a complete application. To assist the Board to renew TransAlta Energy Marketing (U.S.) Inc.'s licence in a timely manner prior to the expiry date, you are required to submit your application to the Board within 30 days of this e-mail. A licence application form is available on our website at the following address:

<http://www.ontarioenergyboard.ca/OEB/Industry/Licences/Apply+for+a+Licence>

On receipt of the application, the Board will proceed to review the application for renewal in accordance with Part V of the Act. If we do not receive the application by the required date, the Board will be prepared to remove the name from the licensee records once the current licence is expired.

If you have any questions regarding this process, you may contact Spencer Hall, Analyst, Licence Applications at 416-440-7667 or by e-mail at [Spencer.Hall@ontarioenergyboard.ca](mailto:Spencer.Hall@ontarioenergyboard.ca).

Yours truly,

John Pickernell  
Assistant Board Secretary

Note: This is an automated e-mail please do not reply to it.