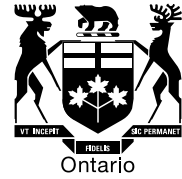


**Ontario Energy
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Facsimile: 416- 440-7656
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**Commission de l'énergie
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BY E-MAIL

July 24, 2013

Ron Harten
General Manager
Hamilton Hydro Services Inc.
79 Bay Street North
Hamilton ON L8R 3P8

Dear Mr. Harten:

**Re: Hamilton Hydro Services Inc.
Application for Electricity Retailer Licence
Board File Number EB-2013-0245**

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:

- Section 12 – Finance: The financial statements filed are not in the name of the applicant. If you submit the financial statements of your parent company, you must also provide a parental guarantee.
- Section 15 – Key Individual Information: For each key individual, the driver's licence filed is acceptable. However, the health card identifications filed are no longer acceptable. For a list of acceptable identification, please refer to Appendix A and submit clear readable photocopies of both sides of the identification for each key individual.

For the purpose of conducting a police record check with the Ontario Provincial Police, under section 15 of the application forms for electricity retailer licenses, each key individual has to provide copies of two pieces of identification, one of which must include a photo. A health card is currently listed as one of the acceptable documents on the application forms. However, the Board has been informed by the Ontario Provincial Police that a health card is no longer acceptable. In addition, each key individual is now required to complete and sign the attached Ontario Provincial Police's Release and Discharge Relating to

Consent to Disclosure of Criminal Record Information form. Please have each key individual identified fill out the form.

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@ontarioenergyboard.ca.

Please direct any questions relating to this application to Vince Mazzone, Analyst at (416) 544-5159 or e-mail, Vince.Mazzone@ontarioenergyboard.ca.

Yours truly,

Original signed by

John Pickernell
Assistant Board Secretary

Attachment – Ontario Provincial Police's Release and Discharge Relating to Consent to Disclosure of Criminal Record Information Form

Appendix A

Acceptable Identification Required by the Ontario Provincial Police

Examples of acceptable identification are:

- Driver's Licence (including drivers licenses issued by another province, territory, or a foreign jurisdiction)
- BYID Card
- Canadian or Foreign Passport
- Canadian Citizenship Card
- Possession and Acquisition Licence (or PAL Card)
- Permanent Residency Card
- Certificate of Indian Status
- Canadian National Institute of the Blind (CNIB) Identification Card
- Canadian Military Employment Card or Canadian Military Family Identification Card
- International Student Card

The following are acceptable forms of non-photo identification:

- Birth Certificate
- Baptismal Certificate
- Hunting Licence
- Outdoors Card
- Canadian Blood Donor Card
- Immigration Papers