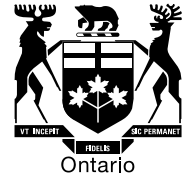


**Ontario Energy
Board**
P.O. Box 2319
27th. Floor
2300 Yonge Street
Toronto ON M4P 1E4
Telephone: 416- 481-1967
Facsimile: 416- 440-7656
Toll free: 1-888-632-6273

**Commission de l'énergie
de l'Ontario**
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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

July 24, 2013

Mr. John Sanderson
Chief Executive Officer
Whitby Hydro Energy Services Corp.
100 Taunton Rd. E.
Whitby ON L1N 5R8

Dear Mr. Sanderson:

**Re: Application for Unit Sub-Metering Licence
Board File Number EB-2013-0257**

The Board has reviewed your application for a unit sub-metering licence. Your application is currently incomplete and cannot be processed until the following has been filed:

1. To satisfy requirements of section 9 "Finance" you have provided a letter of reference from the applicant's bank. Based on previous experience with similar applications, this letter may not be sufficient to evaluate financial viability of the applicant. Please provide audited financial statements for at least two years.
2. As part of section 10 of the application, you have provided a copy of a qualification certificate.
 - a. Please provide the name of the organization that has issued this certificate.
 - b. Please confirm that Whitby Hydro Energy Services Corp. is a Measurement Canada registered contractor.

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 Judith Fernandes, Project Advisor at +1 (416) 440-7638 or e-mail, Judith.Fernandes@ontarioenergyboard.ca .

Yours truly,

Original Signed By

John Pickernell
Assistant Board Secretary