

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

Commission de l'énergie
l'Ontario
C.P. 2319
2300, rue Yonge
27^e étage
Toronto ON M4P 1E4
Téléphone: 1-888-632-6273
Télécopieur: (416) 440-7656



Application for a Unit Sub-Metering Licence

For Office Use Only	
Application Number	EB - 2013-0400
Date Received	Nov 8/13

1. The Applicant

Legal Name of the Applicant :

Energy Profiles Limited

Name to Appear on Licence:

Energy Profiles Limited

☒ Indicate if same as above

If not the same as above, the name must include the legal name of the applicant and the legal name must appear first. The "Name to Appear on Licence" will appear on the notice and on the licence.

Date of formation or incorporation: April 2, 1985

2. Licence Primary Contact

As a condition of licensing, the licensee shall designate a person who will act as primary contact with the Board on matters related to the licence.

Mr. <input checked="" type="radio"/>	Mrs. <input type="radio"/>	Last Name	First Name	Initial
Miss <input type="radio"/>	Ms. <input type="radio"/>	Bach	Neal	R
Other <input type="radio"/>		Title/Position		
		President		
		Company Name if different from Name to Appear on Licence		
Licence Primary Contact Address:				
295 The West Mall, Suite 503				
City	Province/State	Country	Postal/Zip Code	
Toronto	Ontario	Canada	M9C 4Z4	
Phone Number	Toll Free (if available)	Fax Number	E-mail Address	
416-645-2405		416-440-0301	nbach@energyprofiles.com	

RECEIVED

NOV 03 2013

Print Form

Ontario Energy Board
Commission de l'énergie de l'Ontario

ONTARIO ENERGY BOARD
OFFICE OF THE BOARD SECRETARY



Application for a Unit Sub-Metering Licence

Application Instructions

EB-2013-0400

1. Purpose of this Form

This form is to be used to apply for a licence that would enable the applicant to engage in unit sub-metering.

2. Completion Instructions

This form is a writeable PDF.

The applicant must either:

- type answers to all questions, print two copies and sign both copies; or
- print a copy of the form, clearly print answers to all questions, make a copy and sign both copies.

Please send both copies of the completed form and two copies of any attachments to:

Board Secretary
Ontario Energy Board
P.O Box 2319
2300 Yonge Street, 27th Floor
Toronto, ON M4P 1E4

If you have any questions regarding the completion of this application, please contact the Market Operations Hotline by telephone at 416-440-7604 or 1-888-632-6273 or e-mail at market.operations@ontarioenergyboard.ca.

Please note that the Board may require information that is additional or supplementary to the information filed in this application form and that filing of the form does not preclude the applicant from filing additional or supplementary information.

The Board's "Performance Standards for Processing Applications" are indicated on the "Corporate Information and Reports" portion of the Board's website at www.ontarioenergyboard.ca. Applicants are encouraged to consider the timelines required to process applications to avoid submitting applications too early or too late. Submitting applications too early without reasonable certainty of carrying out the proposed licensable activities may impede regulatory efficiency while submitting applications too late may result in a delayed commencement of the licensable activities for the applicant. If the submitted application is incomplete, it may be returned to the applicant by the Board or there may be a delay in processing the application.

3. Application and Registration Fees

A non-refundable application fee is required to process your application. Please enclose a cheque or money order made payable to the **ONTARIO ENERGY BOARD**. The amount of the application fee is indicated on the "Apply for a Licence" portion of the Board's website at www.ontarioenergyboard.ca.

If a licence is issued, the licensee will be required to pay an annual registration fee. Annual registration fee information is indicated on the "Apply for a Licence" page of the "Licences" section of the Board's website at www.ontarioenergyboard.ca.

4. Confidentiality

Sections 8 to 12 of this application will be treated as confidential. All other information filed as a part of or in support of this application will be placed on the public record. Where the applicant objects to public disclosure of information contained in sections other than sections 8 to 12, the applicant must follow the procedure set out in the Board's Practice Direction on Confidential Filings.

5. Important Information

The applicant must make a copy of the non-confidential sections of the application available to any person who requests a copy of the application.

3. Application Primary Contact

☒ Indicate if same as above. If yes, proceed to section 4.

The primary contact for the licence application may be a person within the applicant's organization other than the licence primary contact noted above. An applicant may also choose to designate a consultant, lawyer, etc. to be the primary contact for the licence application. The Board will communicate with this person during the course of the application but with the licence primary contact after a licence is issued.

Mr. <input type="radio"/>	Mrs. <input type="radio"/>	Last Name	First Name	Initial
Miss <input type="radio"/>	Ms. <input type="radio"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other <input type="radio"/>	<input type="text"/>	Title/Position		
		<input type="text"/>		
		Company Name if different from Name to Appear on Licence		
		<input type="text"/>		
Application Primary Contact Address:				
<input type="text"/>				
City	Province/State	Country	Postal/Zip Code	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Phone Number	Toll Free (if available)	Fax Number	E-mail Address	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	

4. Trade Names

The unit sub-metering licence authorizes the licensee to conduct business using the name under which the licence is held. It also provides for the use of trade names by the licensed unit sub-meter provider.

Does the applicant intend to use trade names?

- ☒ Yes, provide a list of trade names the applicant intends to use in the space provided below.
- ☐ No, proceed to 5

Energy Profiles Limited
EPL

5. Applicant's Licensing Status and History

- (a) Has the applicant or an affiliate of the applicant ever been licensed by the Ontario Energy Board? (the *Business Corporations Act* definition for affiliate can be found at www.e-laws.gov.on.ca/html/statutes/english/elaws_statutes_90b16_e.htm)

- ☒ Yes, provide details of current and expired licences in the table below
☐ No, proceed to 5(b)

Licensee Name	Licence Number
Energy Profiles Limited	ER-2011-0089

- (b) Has the applicant or an affiliate of the applicant ever undertaken electricity sector activity in another jurisdiction within North America?

- ☐ Yes, provide details of current and expired licences in the table below
☒ No

Licensee Name	Jurisdiction	Business Activity

6. Officers, Directors and Key Individuals

- (a) Provide as a separate attachment a list of all officers and directors, including name and title.

- (b) Provide a list of key individuals below. The individuals listed must be the individuals that are responsible for executing the following functions for the applicant: matters related to regulatory requirements and conduct, financial matters and technical matters. These key individuals may include the Chief Executive Officer, the Chief Financial Officer, other officers, directors and proprietors.

Name of Key Individual	Title/Position within Applicant's Business (or identify company if not the Applicant's Business)
Neal Bach	President, Secretary, Chairman

7. Intended Services

Please describe the applicant's intended services with respect to unit sub-metering:

EPL provides energy cost allocation services for large commercial office buildings where energy is sub-metered. It is possible that EPL will offer billing services for multi-unit residential properties in future.

EPL does not intend to supply or install sub-meters.

Is the applicant currently providing these services?



Yes



No, indicate when the applicant intends to provide these services _____

If the applicant objects to public disclosure of any of the information in the preceding sections, the applicant must notify the Board and follow the Board's Practice Direction on Confidential Filings.

The following sections of information (8 to 12) will be maintained in **confidence**.

8. Corporate Organization

Please describe the applicant's corporate organization and the applicant's relationship with its energy sector affiliates. Provide a corporate organization chart if possible.

☒ Please indicate if corporate organization chart is attached.

9. Finance

Note - it is preferable to receive financial information for the applicant and not an affiliate of the applicant.

Please provide audited financial statements for the last two years.

If audited financial statements are not available, identify which of the following has been attached in support of this application for a unit sub-metering licence. Please identify a minimum of one item:

- ☐ Most recent prospectus and quarterly report
- ☐ Unaudited financial statements for the last two years. Documents must be signed by one key individual
- ☐ Pro forma statements if applicant is anew company. Documents must be signed by one key individual
- ☐ Parental guarantee and the financial statements of the parent company
- ☒ Letter of reference from the applicant's bank
- ☐ Other, please specify

Will the applicant manage all financial aspects of its business with its own staff?

- ☒ Yes
- ☐ No, identify contractors who will provide this service

10. Technical Resources

Does the applicant employ technical resource staff or contractors with appropriate qualifications and experience in unit sub-metering?

☒ Yes, briefly describe the technical qualifications of at least one person employed by the applicant
EPL currently employs Licensed Professional Engineers with many years of experience in utilities accounting, rate analysis, and utility cost allocation.

☐ No, identify plans to acquire the necessary technical resources for technical matters related to unit sub-metering

13. Notice

The Board is authorized, under section 4.14 of the *Ontario Energy Act, 1998*, to collect personal information for the purpose of carrying out its duties and exercising its powers under the *Ontario Energy Board Act, 1998* or any other Act.

The information provided both on this form and attached to this form is being collected by the Board for the purpose of determining whether the applicant is qualified to receive the licence for which it is applying.

In order to verify the information on this form and/or determine whether the applicant is qualified to receive the licence for which it is applying, it may be necessary for the Board to collect additional information from some or all of the following sources: federal, provincial/state, or municipal governments; licensing bodies; law enforcement agencies; credit bureaus; and banks. Only information relevant to the application or the Board's determination of the application will be collected by the Board.

The public official who can answer questions about the collection of the information is:

Board Secretary
Ontario Energy Board
P.O Box 2319
2300 Yonge Street, 27th Floor
Toronto, ON
M4P 1E4


Tel: 416-481-1967 or 1-888-632-6273

Applicants are reminded that the Board is subject to the *Freedom of Information and Protection of Privacy Act* ("FIPPA"). FIPPA addresses circumstances in which the Board may, upon request, be required to release information that is in its custody or under its control, and generally prohibits the Board from releasing personal information. "Personal Information" has the meaning given to it under FIPPA.

14. Certification and Acknowledgement

I certify that the information contained in this application and in documents provided are true and accurate.

I understand and acknowledge that, as a licensed unit sub-meter provider, I must provide information as the Board may require from time to time.

Print Name of Key Individual → Neal Bach	Signature of Key Individual 	Date Nov 6, 2013
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(Must be signed by one of the key individuals identified in section 6)

Checklist (return with application form)

- ☒ Two copies of the application form have been included with original signature on both copies
- ☒ A cheque or money order for the non-refundable application fee has been included
- ☒ *N/A* A list of all officers and directors, including name and title has been attached to the application form
- ☒ A corporate organization chart has been attached to the application form
- ☒ *letter from bank attached.*
- ☐ Two years of financial information have been attached to the application form
- ☒ Section 12 has been completed for all key individuals