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April 4, 2016

**VIA EMAIL AND COURIER**

Ms. Kirsten Walli  
Board Secretary  
Ontario Energy Board  
2300 Yonge Street  
P.O. Box 2319  
Suite 2700  
Toronto, ON M4P 1E4

Dear Ms. Walli:

**Re: EB-2016-0116 – 3500 Steeles Avenue East Inc. Application for Electricity Retailer Licence under section 57 of the *Ontario Energy Board Act, 1998***

We are counsel to 3500 Steeles Avenue East Inc. (“**3500 Steeles**” or the “**Applicant**”). Further to the Ontario Energy Board (the “**Board**”)’s letter of direction in relation to the above-noted matter (the “**Letter of Direction**”), we are writing to advise that 3500 Steeles does not have a website on which it can post the Notice of Application and Written Hearing provided by the Board.

The Applicant will ensure to make the application and evidence available should it receive a request pursuant to items 3 and 5 of the Board’s Letter of Direction.

Please contact the undersigned if you have any questions in relation to the foregoing.

Yours truly,

McCarthy Tétrault LLP

Per:

*Signed in the original*

Héloïse Apestéguy-Reux  
Associate