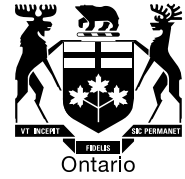


**Ontario Energy  
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**BY E-MAIL**

October 23, 2017

Mark Silva  
President  
Clear Tap Corporation  
330 John Davis Gate  
Stouffville ON L4A 1X1

Dear Mr. Silva:

**Re: Application for Unit Sub-Metering Licence  
OEB File Number EB-2017-0322**

The OEB 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. Section 8, Page 5 of the Application Form – Corporate Organization:

To help the OEB understand your organization, please explain whether you have any previous experience in unit sub-metering. If not, please explain what resources are available to you to set up your business.

2. Section 9, Page 5 of the Application Form – Finance:

No information was provided to satisfy requirements of section 9 "Finance". As a new company, you have to provide pro forma financial statements for at least three years. To support your pro forma financial statements, please provide all **assumptions** that you have used in preparing pro forma Income Statement and pro forma Balance Sheet. Also, please provide proof of availability of the funds you intend to invest in your business. In addition, you have to provide a detailed business plan describing intended business activities and unit sub-metering market research.

3. Section 10, Page 5 of the Application Form – Technical Resources:

In this section you have stated that one individual is a licensed master plumber and another individual has three years of experience as contractor. Information provided would not assist the OEB in its assessment of the applicant's technical qualifications with respect to unit sub-metering of electricity.

- a) Please describe appropriate qualifications of at least one person employed by the applicant or identify plans to acquire the necessary technical resources to provide unit sub-metering (electricity) services.
- b) Please describe specific electrical unit sub-metering services (e.g. meters installation, meter reading, billing, etc.) you intend to provide and what technical resources you intend to utilize to provide these services.

4. In section 6 "Officers, Directors and Key Individuals" of the application form two key individuals have been listed. Section 12 "Key Individual Information" of the application form requires providing information for each key individual identified in section 6. You have provided information only for Mr. Silva. Please provide information required in Section 12 for Mr. Tittoto.

The OEB 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. If you would need more than 30 days to complete your application, you have to notify the OEB and ask for extension.

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@oeb.ca](mailto:boardsec@oeb.ca).

Please direct any questions relating to this application to Irina Kuznetsova, Advisor at (416) 440-8138 or e-mail, [irina.kuznetsova@oeb.ca](mailto:irina.kuznetsova@oeb.ca) .

Yours truly,

*Original signed by*

John Pickernell  
Manager, Applications Administration