

Ontario Energy Board
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Commission de l'énergie
 l'Ontario
 C.P. 2319
 2300, rue Yonge
 27e 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-18-0208 |
| Date Received | |

1. The Applicant

Legal Name of the Applicant :

Name to Appear on Licence:

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: February 12, 2007

2. Licence Primary Contact

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

| | | | | |
|----------------------------------|--------------------------------------|--|--------------------------|---------|
| Mr. <input type="radio"/> | Mrs. <input type="radio"/> | Last Name | First Name | Initial |
| Miss <input type="radio"/> | Ms. <input checked="" type="radio"/> | Williams | Shannon | P |
| Other <input type="radio"/> | | Title/Position | | |
| | | Vice President | | |
| | | Company Name if different from Name to Appear on Licence | | |
| Licence Primary Contact Address: | | | | |
| 132 Walsh Rd | | | | |
| City | Province/State | Country | Postal/Zip Code | |
| Lindsay | Ontario | Canada | K9V 4R3 | |
| Phone Number | Toll Free (if available) | Fax Number | E-mail Address | |
| 705-878-0711 | 1-888-298-3336 | 705-878-1037 | info@carmaindustries.com | |

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 OEB will communicate with this person during the course of the application but with the licence primary contact after a licence is issued.

| | | | | |
|--------------------------------------|----------------------------|--|-----------------------------------|-----------------|
| Mr. <input checked="" type="radio"/> | Mrs. <input type="radio"/> | Last Name | First Name | Initial |
| Miss <input type="radio"/> | Ms. <input type="radio"/> | Paul | Elliott | |
| Other <input type="radio"/> | | Title/Position | | |
| | | Director Billing Systems and Regulations | | |
| | | Company Name if different from Name to Appear on Licence | | |
| | | | | |
| Application Primary Contact Address: | | | | |
| 132 Walsh Rd | | | | |
| City | | Province/State | Country | Postal/Zip Code |
| Lindsay | | Ontario | Canada | K9V 4R3 |
| Phone Number | Toll Free (if available) | Fax Number | E-mail Address | |
| 705-878-0711 | 1-888-298-3336 | 705-878-1037 | pelliott@carmabillingservices.com | |

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

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5. Applicant's Licensing Status and History

- (a) Has the applicant or an affiliate of the applicant ever been licensed by the OEB? (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 | OEB Licence Number |
|----------------------------|--------------------|
| Smart Sub-Metering Licence | ES-2007-0965 |
| Unit Sub-Metering Licence | ES-2013-0299 |
| | |

- (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) |
|------------------------|--|
| Rick Williams | President |
| Shannon Williams | Vice President |
| Ross Pilkey | Vice President |
| | |

7. Intended Services

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

The revenue billing, collection and call centre activities of unit sub-meters for residential, commercial and industrial multi-tenanted buildings.

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 OEB and follow the OEB'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, describe the technical qualifications of at least one person employed by the applicant
 CBSI has 5 full time CSR's, 1 part-time Administrations Clerk, 2 Billing Clerks, 1 Billing Supervisor, 1 Director of Billing Systems with 30 years utility experience, 1 VP with 15 years of Contract Negotiation and Sub-metering experience.
- No, identify plans to acquire the necessary technical resources for technical matters related to unit sub-metering