



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

BY EMAIL ONLY

February 4, 2020

**To: All Licensed Unit Sub-Meter Providers**

**Re: OEB Cost Assessment Model: Request for Information**

Ontario Regulation 16/08 (Assessments of Expenses and Expenditures) under the *Ontario Energy Board Act, 1998* (OEB Act) identifies Unit Sub-Meter Providers (USMPs) as a class of persons that are subject to a cost assessment under section 26 of the OEB Act. The Ontario Energy Board (OEB) has determined that licensed USMPs will be assessed based on the number of customers they serve.

The purpose of this letter is to set out the requirement that all licensed USMPs to provide updated customer numbers no later than **February 19, 2020**. USMPs are required to file the number of customers (both residential and commercial) with accounts (i.e. customers actually being billed) as of January 1, 2020.

This information is being requested pursuant to the section 6 of each USMP's licence, which requires the licensee provide, in the form and manner determined by the OEB, such information as may be required by the OEB from time to time.

### **Filing Instructions**

You are required to submit an e-mail with the updated customer number to [BoardSec@oeb.ca](mailto:BoardSec@oeb.ca) by **February 19, 2020**. The e-mail should include your licensed name in the title.

If your company does not provide services directly to end-use customers, please simply send an e-mail confirming that status.

Thank you in advance for your cooperation. Please direct any questions regarding this filing requirement to [IndustryRelations@oeb.ca](mailto:IndustryRelations@oeb.ca).

Sincerely,

*Original Signed By*

Brian Hewson  
Vice-President  
Consumer Protection & Industry Performance