



SELF DECLARATION FORM

Debt Retirement Charge Exemption for Bulk Metered Multi-Unit Premises

The **Debt Retirement Charge (DRC)** pays down the debt to the former Ontario Hydro. As of January 1, 2016, if you have an account that falls within a residential-rate classification as specified in a rate order made by the Ontario Energy Board, you are automatically exempt from the requirement to pay the DRC on all consumption incurred after December 31, 2015. **If you are an owner of a Bulk Metered Multi-Unit Premises with at least one Eligible Residential Unit you may also be exempt, in whole or in part, from the requirement to pay the DRC.** Owners of such Bulk Metered Multi-Unit Premises need to provide notice by completing this form in order to obtain this exemption.

For more information on the DRC, please visit the Ontario Ministry of Finance's website at:
<http://www.fin.gov.on.ca/en/tax/drc/>

STEP 1 Does your Bulk Metered Multi-Unit Premises qualify for a DRC exemption under the *Electricity Act, 1998*?

Your Bulk Metered Multi-Unit Premises is eligible for an exemption, in whole or in part, from the requirement to pay the DRC provided it contains at least one Eligible Residential Unit. According to Ontario Regulation 493/01 of the *Electricity Act, 1998*, an Eligible Residential Unit means a unit that:

- a) is a self-contained set of rooms located in a building or structure,
- b) contains kitchen and bathroom facilities that are intended for the use of that unit only, and
- c) is used or intended for use as a residential premises.

STEP 2 Fill in This Form

If your account meets the criteria in Step One above, please complete the remainder of the form below. If you have more than one qualified account, please fill out a separate form for each account. **If there are any Eligible Residential Units in your building or complex that are metered or billed separately from the account referenced, please DO NOT include them in the total number of units for this account.**

Account Number	Name on Account	Full Corporation Name/ Number (if different from the Name on Account)	Municipal Address	Number of Eligible Residential Units

By self-declaring and signing below, you are declaring that the following individuals have authority to provide and certify the accuracy of the information on this form and any additional attachments. **Please read the following and complete the applicable section below.**

Obligation to repay Lakefront Utilities Inc. (LUI)

I certify that the information provided in this self-declaration is true. I acknowledge that it is an offence to make a false or deceptive statement in a document submitted under Part V.1 (Debt Retirement Charge) of the *Electricity Act, 1998*. If it is determined that the consumer or account for which this self-declaration is made was not eligible, that I and/or the customer named on this self-declaration may be responsible to repay amounts received, as well as cover Lakefront Utilities' losses regarding same, to the extent that such losses result from information provided on this self-declaration.

Obligation to notify Lakefront Utilities of changes to eligibility

I further certify and acknowledge that the information contained in the notice is complete and accurate, and should the consumer or account named on this self-declaration cease to be eligible at any time or otherwise experience a change in eligibility status or basis for eligibility (such as the number of Eligible Residential Units within the Bulk Metered Multi-Unit Premises), that I will notify LUI of such change(s) immediately.

Collection and use of information

I acknowledge that all information submitted in this process may be used by LUI in support of its obligations under the *Electricity Act, 1998* and the *Ontario Energy Board Act, 1998*, applicable Ontario Energy Board Codes and Rules, associated policies, standards and procedures and its electricity distribution license. I consent to LUI using the information collected on this form for the purposes of applying an exemption, in whole or in part, to the requirement to pay DRC on all consumption incurred after December 31, 2015.

Corporation/Sole Proprietor /Partnership Name:	Name & Office of Authorized Officer/Applicant/Partner:	I certify the above information to be true, correct and complete. Signature of Authorized Officer/Applicant/Partner:	Date:
--	--	---	-------

If you have any questions about this information collection, the ways in which your personal information may be used by LUI, or would like further information about LUI's privacy policy, you can access our Privacy Policy at [torontohydro.com/privacy policy](http://torontohydro.com/privacy-policy) or you can call us at 905- to request a copy of this policy. We are committed to protecting your privacy and would like to take this opportunity to inform you about the personal information we collect, how it is used, how we protect your confidentiality and your rights with respect to this information.

Pursuant to the Regulation filed under s. 79.4 (1) (a) of the Ontario Energy Board Act, 1998, where the account of a low- volume consumer or designated consumer relates to:

- A dwelling,
- A property as defined in the Condominium Act, 1998,
- A residential complex as defined in the Tenant Protection Act, 1997, or
- A property that is owned or leased by a co-operative as defined in the Co-operative Corporation Act,

The conservation threshold for that consumer is determined based on the number of units within the property, complex or dwelling. It is important to note that "house loads" such as elevators, meeting rooms, lobbies, laundry facilities, etc. do not qualify as a "unit" per the new regulations. In order to determine the appropriate conservation threshold consumers must provide a signed declaration attesting to the number of units to which an account relates.

If you qualify for a conservation threshold (e.g. because there is more than one unit associated with your account), you must complete this form and send it to our office by fax/mail/email. Your account will be adjusted upon receipt of this signed and completed Declaration Form. Please note, eligibility for a higher conservation threshold we be subject to subsequent bills, and not retroactively. Any delay in processing as a result of missing or inaccurate information on the form will NOT result in adjustments to previous billings.

If you have multiple accounts eligible for a higher conservation threshold because there is more than one unit associated with your account, list each account separately. Do not include units that are metered or billed separately from the account referenced.

You must advise us in writing if your account ceases to qualify for a higher conservation threshold or if there is a change in the number of units within the property or complex.

All information submitted in this process will be used by Lakefront Utilities in support of its obligations under the Electricity Act, 1998 and the Ontario Energy Board Act, 1998, applicable Ontario Energy Board Codes and Rules, associated policies, standards and procedures and its license.

Lakefront Utilities has developed a Corporate Privacy Policy that governs our collection, use and protection of personal information. This information is being collected and used for billing and auditing purposes. All submitted information will be assigned to the appropriate confidentiality level upon receipt.

Lakefront Utilities Account Number	Account Name	Address	Basis for Qualification	Number of Units within Property/Complex
000000-00 or	Sample Apartment Complex	123 Street Any town, Ontario	Apartment Building - Tenant Protection Act	5

The following individuals have the authority and certify the accuracy of the information provided on this form and any additional attachments. Please fill out the applicable section.

Corporations Name:	I certify that above information to be true, correct and complete. Signature of Authorized Officer	Date:
Name & Office of Authorized Officer:		
Sole Proprietor:	I certify that above information to be true, correct and complete. Signature of Applicant (Should be the same as the account name.)	Date:
Name of Applicant:		
Partnership's Name:	I certify that above information to be true, correct and complete. Signature of Authorized Individual (Should be the same as the account name.)	Date:
Name of Authorized Individual to sign on behalf of Partnership:		
Telephone #:	Email:	Fax:

All information submitted in this process will be used by LUI and/or your contract Retailer in support of its obligations under the Electricity Act, 1998, and the Ontario Energy Board Act, 1998, applicable Ontario Energy Board Codes and Rules, associated policies, standards and procedures and its license.

This information will be retained by LUI and maybe subject to review by the Minister of Finance pursuant to the Ontario Energy Board Act, 1998. Based on the information provided, we may change your account status to a "Commercial Rate" if six or more units are being declared against one metered service which may potentially increase your total electricity charges.

Please return this form as soon as possible:

Mail:
Lakefront Utilities Inc.
207 Division Street, Box 577
Cobourg, ON K9A 4L3
Attention: Customer Service

Email:
lusi@lusi.on.ca

Fax:
(905)372-2581

NOTE: The Customers & Organizations noted above as qualifying for the multi-unit conservation discount may vary depending on the Regulations published by the Ontario Government. LUI reserves the right to verify the validity of any claim made through the submission of this form.