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Self-Declaration Form for Multi-Unit Residential Complex

As part of its commitment to reduce electricity cost pressures, the Ontario government is removing the Debt Retirement Charge (DRC) from residential electricity consumers' bills after December 31, 2015. If you have a general service-rate class account, you may be eligible for a DRC exemption of up to 1,500 kWh per month multiplied by the number of eligible residential units included in the account, if the account provides electricity to "eligible residential units".

Customers with a multi-unit residential complex can self-declare their eligibility for the Debt Retirement Charge Exemption if they qualify. Please return this completed form as soon as possible to register your account so that you may receive the exemption from paying the DRC for the first 1,500 kWh of electricity used per month per eligible residential unit. This exemption applies only to electricity consumed on or after January 1, 2016. Declarations received after that date will be applied to the next bill and not applied retroactively.

Step One – Does your account qualify?:

As defined in Ontario Regulation (O.Reg. 493/01), you qualify for DRC reduction if your account relates to an eligible residential 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.

You can find this regulation on the government's e-laws web site at www.e-laws.gov.on.ca.

Step Two – Complete this form:

If your account qualifies, please fill in the information below. If you have more than one qualified account, list each account separately. Please attach a separate page if you run out of room. If there are units in your building or complex that are metered or billed separately from the account referenced, do not include them in the total number of units for this account.

Self-Declaration under the Electricity Act as an eligible Multi-Unit Residential Complex			
North Bay Hydro Account Number	Account Name	Account Address	Number of Eligible Residential Units
e.g. 12345-67890	123 Company	123 Any St., North Bay	10 Units

Step Three - Acknowledgement:

By completing this document, you are certifying that the information contained herein is complete and accurate and that you will notify North Bay Hydro promptly if any information changes.

The following individuals have authority to provide and certify the accuracy of the information on this form and any additional attachments. 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. Any penalty resulting from falsifying this Self Declaration Form shall be borne by the account holder. You must advise North Bay Hydro promptly in writing if your account ceases to qualify for the Debt Retirement Charge exemption as an eligible multi-unit residential complex or if there is a change in the number of units with the property or complex. Failure to do so will lead to the requirement to reimburse any Debt Retirement Charge exemption credit outside of the eligible time frame. Please complete the applicable sections below.

Corporation / Sole Proprietor / Partnership Name (please circle):	Name of Authorized Officer / Individual to sign on behalf of Account:	Certification:	Date:
<hr/>	<hr/>	I certify the above information to be complete and accurate. I will promptly notify North Bay Hydro if any of the information changes. <hr/> Signature of Authorized Officer / Individual	<hr/>

All information submitted in this process will be used by North Bay Hydro Distribution Ltd. 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. North Bay Hydro will use the information collected on this form for the purposes of confirming your eligibility as an eligible multi-unit residential complex for purposes of DRC calculation. North Bay Hydro's privacy policy may be found at www.northbayhydro.com.

PLEASE RETURN THIS COMPLETED FORM TO:
Attn: Customer Service
North Bay Hydro
P.O. Box 3240, North Bay ON, P1B 8Y5
FAX: 705-474-8579
EMAIL: customerservice@northbayhydro.com
