

Designated Consumer – Declaration Form

Effective November 1, 2009, a “designated” consumer is defined in accordance with Ontario Regulation 95/05 and subsection 79.16(1) of the *Ontario Energy Board Act*, 1998. The criteria for designation status can be found on the Ontario Government website: www.e-laws.gov.on.ca, or, the Ontario Energy Board website at www.oeb.gov.on.ca.

If you have multiple accounts with Hydro Ottawa Limited that qualify as “designated”, you must list **each account** you are responsible for on this Declaration Form. Your account(s) shall be “designated” upon receipt of the completed Declaration Form. The account(s) shall remain as “designated” until Hydro Ottawa is advised in writing which accounts no longer qualify, or if the accounts no longer remain eligible per Regulation.

Please complete the following information:

Hydro Ottawa Account Number(s)	Account Holder Name	Designation
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

The following individual has the authority to provide and certify the accuracy of the information provided on this form:

Name: _____ Title: _____

Signature: _____ Date: _____

Business Phone Number: _____

All information submitted in this process shall be used by Hydro Ottawa 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 is being collected and used for billing and auditing purposes. All submitted information shall be assigned the appropriate confidentiality level on receipt. To the extent that the information provided contains personal information about an identifiable individual, Hydro Ottawa shall only use and disclose the information for the following purposes:

- To establish and provide ongoing service;
- To verify identity and protect against error or fraud;
- To manage invoicing and accounting services.
- To create aggregated information;
- To comply with legal and regulatory requirements; and

This information shall be retained by Hydro Ottawa Limited and may be subject to review by the Minister of Finance pursuant to the *Ontario Energy Board Act*, 1998.

For more information, contact us by telephone at 613 738-6400 or online at www.hydroottawa.com/feedback

Please send your application to the attention of the ‘Designated Consumer Contact’ by:

Mail: Hydro Ottawa Limited
3025 Albion Road North
PO Box 8700
Ottawa, ON K1G 3S4

Fax: 613-738-6403

