



Ontario Energy Board

Elimination of Load Transfer Arrangements

Filing Guidelines for a Combined Service Area Amendment and Asset Transfer Application

PART I: SERVICE AREA AMENDMENT

1.1 Basic Facts

Provide a brief description of the service area amendment

1.2 Identification of the Parties

1.2.1 Applicant

(Identify whether the applicant is a geographic and/or physical distributor)

Name of Applicant	Licence Number
Address	Telephone Number
	Facsimile Number
	E-mail Address
Contact Person	Telephone Number
	Facsimile Number
	E-mail Address

1.2.2 Co-Applicant or Other Distributor to the Service Area Amendment Application

Name of Co-Applicant or Other Distributor	Licence Number
Address	Telephone Number
	Facsimile Number
	E-mail Address
Contact Person	Telephone Number
	Facsimile Number
	E-mail Address

1.3 Description of Proposed Service Area

1.3.1	Provide a detailed service area description of the area(s) that is subject to the SAA and how the amendments should be reflected in Schedule 1 of the licence(s) of the distributor(s).
1.3.2	Provide maps or diagrams of the area(s) that is the subject of the SAA application.
1.3.3	Provide a description of the type of physical connection(s); i.e., individual customer; residential subdivision, commercial or industrial customer.

1.4 Information on Affected Load Transfer Customers

1.4.1	Provide the total number of Load Transfer Arrangements between distributors
1.4.2	Provide the number of Load Transfer Arrangements eliminated in this application
1.4.3	Provide the number of customers to be transferred from LDC # 1 (Geographic Distributor) to LDC # 2 (Physical Distributor)

1.4.4	Provide the number of customers to be transferred from LDC # 2 (Geographic Distributor) to LDC # 1 (Physical Distributor), if applicable.
1.4.5	Provide the list of affected load transfer customers. (Customer listing must include customer address, name, billing address, rate class and meter number)
1.4.6	Provide written confirmation that all affected persons have been provided with specific and factual information about the service area amendment(s).

1.5 Impacts Arising from the Amendment(s)

1.5.1	Use the table below to describe the impact on the average residential customers' total bill that arises as a result of the service area amendment(s) before and after rate mitigation is applied. Use delivery charge on consumer's bill (including cost of losses and excluding all rate riders). Use 800 kWh / month for the average residential consumer. Provide any additional information as required.
1.5.2	Provide a description of any assets which may be stranded or become redundant after completion of the service area amendment(s). Please explain why these assets could not be transferred to the physical distributor.
1.5.3	Identify costs for stranded equipment that would need to be de-energized or removed.
1.5.4	Identify any assets that will be transferred to and/or from the applicant(s). If an asset transfer is required, please complete Part II of the application form.
1.5.5	Include an estimate of the credit required for each customer to ensure there is not a negative impact on the total bill.

Bill Impacts (Geographic distributor #1)

	Geographic Distributor	Physical Distributor
Fixed Customer Charge (\$ / month)		
Variable Distribution Charge (cents / kWh)		
Delivery Charge (\$ / month)		
Total bill impact (\$ / month)	n / a	
Credit, if applicable (\$ / month)	n / a	
Total bill impact - after mitigation, if applicable (\$ / month)	n / a	

Bill Impacts (Geographic distributor #2), if applicable

	Geographic Distributor	Physical Distributor
Fixed Customer Charge (\$ / month)		
Variable Distribution Charge (cents / kWh)		
Delivery Charge (\$ / month)		
Total bill impact (\$ / month)	n / a	
Credit, if applicable (\$ / month)	n / a	
Total bill impact - after mitigation, if applicable (\$ / month)	n / a	

PART II: TRANSFER OF ASSETS (S. 86(1)(b))

2.1 Description of the Assets to Be Transferred

2.1.1	Provide a description of the assets that are the subject of the transaction. (Attach a detailed list of assets to be sold including value of assets)
2.1.2	Indicate where the assets are located – whether in the applicant’s service territory or in the recipient’s service territory (if applicable). Please include a map of the location.
2.1.3	Indicate which distributor’s customers are currently served by the assets.

2.2 Description of the Sale Transaction

2.2.1	The value of the assets to be transferred shall be determined based on net book value (NBV). Attach the details of the associated cash consideration to be given and received by each of the parties to the transaction.
2.2.2	Will the transfer impact any other parties (e.g. joint users of poles) including any agreements with third parties? If yes, please specify how.

PART III: CERTIFICATION AND ACKNOWLEDGEMENT

Applicant

I certify that the information contained in this application and in the documents provided are true and accurate.

Signature of Key Individual	Name and Title of Key Individual	Date
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(Must be signed by a key individual. A key individual is one that is 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 or proprietors.)

Co-Applicant

I certify that the information contained in this application and in the documents provided are true and accurate.

Signature of Key Individual	Name and Title of Key Individual	Date
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(Must be signed by a key individual. A key individual is one that is 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 or proprietors.)