



## Self-Declaration Form for Multi-Unit Residential Premises Including Option to Elect to Maintain Spot Market Pricing

Customers with bulk metered multi-unit residential premises who buy their electricity from Alectra Utilities, formerly Guelph Hydro, are eligible for Regulated Price Plan (RPP) Rates.

Regulated Price Plan Rates are either Tiered or Time-of-Use.

**Tiered rates** are based on consumption levels above or below a set threshold and are available to multi-unit consumers with conventional meters or those with interval meters who complete this form.

**Time-of-Use rates** are charged to multi-unit consumers with Time-of-Use meters and are based on the time of day electricity is consumed.

Regulated Price Plan Rates and thresholds are set by the Ontario Energy Board May 1<sup>st</sup> and November 1<sup>st</sup> each year. Please visit [www.ontarioenergyboard.ca](http://www.ontarioenergyboard.ca) for more information.

For Tiered Rates, the price threshold for residential consumers as at January 1, 2016 is 600 kWh per month in the summer (May 1st to October 31st) and 1,000 kWh per month in the winter (November 1st to April 30th). The threshold for non-residential consumers remains at 750 kWh for all months.

Your multi-unit residential premise may qualify for residential tiered price thresholds.

As described in section 3.3.4 of the Standard Supply Service Code for Electricity Distributors, the tier threshold for an RPP consumer who has an account with a distributor that:

- (a) relates to a property defined in the Condominium Act, 1998, a residential complex as defined in the Residential Tenancies Act 2006 or a property that includes one or more dwellings and that is owned or leased by a co-operative as defined in the Co-operation Corporations Act; and
- (b) relates to more than one unit in the property or complex,

shall be determined by multiplying the number of units to which the account relates in the property or complex by the applicable tier threshold.

**In order to determine the appropriate tier threshold, consumers must provide a signed declaration attesting to the number of units to which an account relates.**

If you qualify for a higher tier threshold because there is more than one unit associated with your account, you must complete this form and return it to our office as soon as possible. Your account will be adjusted upon receipt of this signed and completed Declaration Form. Please note, forms will be eligible for a higher threshold only on 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 more than one qualified account, you must complete a separate form for each account. **Do not include units which are metered or billed separately from the account referenced.** This form is also found on our website at [www.guelphhydro.com](http://www.guelphhydro.com).

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**Account Number**

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**Customer Name (as it appears on your bill)**

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**Service Address**

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**Number of residential units**

The account number listed above falls under the category that noted below as indicated by a check mark (✓). Please check only one.

a dwelling

a property as defined in the *Condominium Act, 1998*

a residential complex as defined in the *Residential Tenancies Act, 2006*, or

a property that includes one or more dwellings and that is owned or leased by a co-operative as defined in the *Co-operative Corporations Act*

**Regulated Price Plan Acknowledgement:**

Under regulation, an account which falls into one of the categories listed above is to be billed under the Regulated Price Plan (RPP). **If the account listed above is not currently billed under the RPP, it will automatically be switched to RPP unless you specifically elect to be billed pursuant to the Hourly Ontario Electricity Price (“HOEP”, also known as Spot Price).** You may elect to be placed on the HOEP if an interval meter is already installed at your service address. You may do so by checking the following box:

I elect to be billed pursuant to the Hourly Ontario Electricity Price (i.e. maintain Spot Market Pricing)

If you wish to explore this option and require more information, please contact our Customer Service Department at 519-822-3010 or via email at [cservice@guelphhydro.com](mailto:cservice@guelphhydro.com) .

If you are currently under a retailer commodity price option, your rate plan will not change through this declaration.

For further information, you can find Ontario Regulation 95/05 on the Ontario government’s e-laws website at [www.e-laws.gov.on.ca](http://www.e-laws.gov.on.ca) and you can find The Standard Supply Service Code for Electricity Distributors on the Ontario Energy Board website at [www.ontarioenergyboard.ca](http://www.ontarioenergyboard.ca)

### **Obligation to notify Guelph Hydro of changes to eligibility**

I certify and acknowledge that should the account named on this self-declaration cease to qualify for a higher conservation threshold or if there is a change in the number of units within the property, that I will immediately notify Guelph Hydro of such change(s) in writing.

### **Obligation to repay Guelph Hydro**

I certify that the information provided in this declaration is complete and accurate. I acknowledge that, if it is determined that the account for which this declaration applies was not eligible, that I and/or the customer named on this self-declaration may be responsible to repay amounts received as well as to cover Guelph Hydro's losses regarding same, to the extent that such losses result from information provided on this self-declaration.

The following individual has the authority to provide and certify the accuracy of the information provided on this form. **Please complete and sign the following:**

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**Name of Applicant**

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**Name & Title of Authorized Signatory**

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**Signature**

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**Date**

All information submitted in this process will be used by Guelph Hydro in support of our 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 Guelph Hydro's license. Guelph Hydro will use the information collected on this form for billing and auditing purposes. 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. This could potentially increase your total electricity charges. This information will be retained by Guelph Hydro and may be subject to review by the Minister of Finance pursuant to the Ontario Energy Board Act, 1998. If you have any questions about this collection, or the ways in which your personal information may be used by Guelph Hydro, our Privacy Policy can be found online at [www.guelphhydro.com](http://www.guelphhydro.com). If you have any questions with regard to this process, please call our Customer Service Department at 519-822-3010.

Guelph Hydro Electric Systems Inc. is firmly committed to providing accessible, quality service to all customers and visitors. It is our goal to ensure that all members of the public receive the same level and quality of service, regardless of any barriers there may be. If you require this form in an alternate format, please contact our Customer Service Department by telephone at 519-822-3010, by email at [cservice@guelphhydro.com](mailto:cservice@guelphhydro.com), or visit [www.guelphhydro.com](http://www.guelphhydro.com) and use our online chat function.

**Please return this completed form to:**

**By Mail: Guelph Hydro Electric Systems Inc.**

**395 Southgate Drive,  
Guelph, ON  
N1G 4Y1  
Attention: Customer Service**

**By Fax: 519-822-0960**

**Or By Email [cservice@guelphhydro.com](mailto:cservice@guelphhydro.com)**