



Effective January 1, 2016, the Government of Ontario is removing the Debt Retirement Charge (DRC) from certain residential electricity consumers' bills. Bulk metered multi-unit residential buildings are also eligible for a DRC exemption of up to 1,500 kWh per month per eligible residential unit.

In order to receive the DRC exemption, clients with an eligible bulk metered multi-residential building must notify their local distribution company (LDC). For information about the DRC exemption, visit [enercare.ca/RegulatoryChanges](http://enercare.ca/RegulatoryChanges). To assist clients, **Enercare will be managing the submission process on the client's behalf; however, clients must fully complete the DRC Self Declaration form as Enercare is not authorized to sign the form.**

### **Submitting Your Form to Enercare**

Enercare requests for completed DRC Self Declaration forms to be submitted by November 15, 2015 in order to allow adequate time for review by Enercare and submission to the LDC. Provided that properly completed and executed forms are submitted to the LDC in advance of January 1, 2016, bulk bills should reflect the DRC exemption effective January 1, 2016.

Email: [client.care@enercare.ca](mailto:client.care@enercare.ca)  
Subject: DRC Self Declaration Form

Mail: Enercare Connections  
Attention: Client Care – DRC Self Declaration,  
4000 Victoria Park Avenue, Toronto, ON M2H 3P4

### **Important Information**

Forms that are submitted directly to the LDC, instead of to Enercare, cannot be tracked by Enercare. By submitting your form to us, DRC related billing discrepancies will be mitigated. Please notify us at [client.care@enercare.ca](mailto:client.care@enercare.ca) if you have submitted a form directly to the LDC.

## **Have a question?**

**Contact your Client Manager or [client.care@enercare.ca](mailto:client.care@enercare.ca).**



**SELF-DECLARATION FORM  
Debt Retirement Charge Exemption  
Multi-Residential Unit Premises**

**PLEASE RETURN THIS COMPLETED FORM TO:**

**Mail:** Burlington Hydro  
1340 Brant St  
Burlington, ON, L7R 3Z7

**Fax:** 905-332-9644  
Attention: Customer Service

**Email:** [service@burlingtonhydro.com](mailto:service@burlingtonhydro.com)

Effective January 01, 2016, the Ontario government is removing the Debt Retirement Charge ("DRC") from the first 1500 kWh of electricity consumed each month by eligible residential units. In order to qualify for the DRC exemption, customers with multi-residential premises that are bulk metered must file a Self-Declaration Form with Burlington Hydro Inc. ("Burlington Hydro") declaring their eligibility for the DRC exemption. Customers with eligible residential units that are separately metered will qualify automatically for the DRC exemption and do not have to file a Self-Declaration Form.

**Step 1:** Does your multi-unit residential property qualify for the DRC exemption?

An eligible residential unit is defined as 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.

If your multi-unit residential property is a condominium, a co-operative corporation or a rental property and is bulk metered, you must file a Declaration Form with Burlington Hydro in order to qualify for the DRC.

**Step 2:** Complete the Self Declaration Form.

If your account qualifies for the DRC exemption, please fill in the information where indicated on the Self Declaration Form and file it with Burlington Hydro. If more than one account qualifies, please list each account separately (you may attach additional pages if more space is required).

If there are units in your building that are metered or billed individually, do not include them in the total number of units for this account.

The Self Declaration Form must be completed and returned to Burlington Hydro on or before December 31, 2015.



**SELF-DECLARATION FORM  
Debt Retirement Charge Exemption  
Multi-Residential Unit Premises**

**I/WE DECLARE as follows:**

1. Burlington Hydro Inc. Account Number: \_\_\_\_\_
2. Name(s) on the Account: \_\_\_\_\_
3. Account Address: \_\_\_\_\_
4. Number of Eligible Residential Units in the Account: \_\_\_\_\_
5. Basis for Qualification: The Account relates to electricity that is consumed in one or more residential units.
6. I/We will promptly notify Burlington Hydro if any of the information contained in this Self Declaration Form changes, or if there is a change in the number of eligible residential units included in the Account.
7. I/We certify that none of the eligible residential units included in this Self Declaration Form are eligible for exemption from the DRC pursuant to subsection 5.1(1) of Ontario Regulation No. 156/15 (individually metered units).
8. I/We certify that the information contained in this Self Declaration Form is complete and accurate.
9. I/We acknowledge that it is an offence under Part V.1 (Debt Retirement Charge) of the *Electricity Act*, 1998, to make a false or deceptive statement in this Self Declaration Form.

**Complete either A, B, or C below:**

**A. If the Account is in the name of an individual or individuals:**

Name(s) of Applicant(s)

\_\_\_\_\_  
(Should be the same as the Account Name)

I/We certify the above information to be true, correct and complete.

\_\_\_\_\_  
Signature(s) of Applicant(s)

Date: \_\_\_\_\_



**B. If the Account is in the name of a Partnership:**

Partnership Name: \_\_\_\_\_  
(Should be the same as the Account Name)

Name(s) of Individual(s) authorized to sign on behalf of the Partnership  
\_\_\_\_\_

I/We certify the above information to be true, correct and complete.

\_\_\_\_\_  
Signature(s) of Authorized Individual(s)

Date: \_\_\_\_\_

**C. If the Account is in the name of a Corporation:**

Corporation Name: \_\_\_\_\_  
(Should be the same as the Account Name)

Name and Office of Authorized Signing Officer(s)  
\_\_\_\_\_

I/We certify the above information to be true, correct and complete.

\_\_\_\_\_  
Signature(s) of Authorized Signing Officer(s)

Date: \_\_\_\_\_

All information submitted in this process will be used by Burlington Hydro 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. Burlington Hydro will use the information collected on this form for the purposes of confirming your eligibility for the DRC Exemption, for applying the DRC Exemption to your bill and for auditing purposes.

If you have any questions about this collection of data, the ways in which your personal information may be used by Burlington Hydro or would like further information about Burlington Hydro’s privacy policy, please visit our website at [www.burlingtonhydro.com](http://www.burlingtonhydro.com)