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TELEPHONE: (604) 660-4700 BC TOLL FREE: 1-800-663-1385 FACSIMILE: (604) 660-1102

Application for a Licence to Market Natural Gas

Application Instructions

Licence Requirements

SIXTH FLOOR, 900 HOWE STREET, BOX 250

VANCOUVER, B.C. V6Z 2N3 CANADA

web site: http://www.bcuc.com

To apply to obtain or renew a licence as a Natural Gas Marketer, you must submit the following:

- 1. A completed Application for a Licence to Market Natural Gas (Form A);
- 2. A \$1,000 Application Fee made payable to the Minister of Finance;
- 3. Proof that you have security in the amount of \$250,000. You may provide such proof by way of a bond, letter of credit or security for \$250,000 acceptable to the Commission;
- 4. A copy of your Annual Report filed with the Registrar of Companies in B.C. or a copy of the last Registration Certificate filed in B.C.;
- 5. Financial Statements. A copy of your latest audited financial statement and any subsequent unaudited quarterly statements. Applicants may request that the Commission hold these financial statements confidential;
- 6. Confirmation that the applicant's working capital position at the time of the most recent financial statement exceeded \$50,000 and that the current ratio of current assets to current liabilities exceeds 1.10;
- 7. Copies of all licences to carry on business in B.C.;
- 8. The training plan/procedures and the manuals that are being and will be used by the Gas Marketer and its employees to market and sell natural gas; and
- 9. Such other information that the Commission may require.

Instructions

Type or print clearly all information in black ink. Please send the completed form to:

British Columbia Utilities Commission Sixth Floor, 900 Howe St. , Box 250 Vancouver, BC., V6Z 2N3

> Attention: Mr. Robert Pellatt Commission Secretary

Email: <u>Commission.Secretary@bcuc.com</u> Facsimile: 604-660-1102



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Application for a Licence to Market Natural Gas

A. General Information

1. Name of Business (Name to appear on Licence)				
2. If there has been a	change of name, show all pr	evious names		
3. Primary Contact for	or this Licence (British Colu	umbia Contact)		
Mr. Last I	Name:	Full First name:	Initial:	
Mrs.				
Ms. D Positi	on Held:			
Other				
Contact Address				
City	Postal			
Phone Number	Fax Number	E-mail Ad	dress	

4. Type and period of Licence Applied for		
Initial Licence to Market Natural Gas		
Renewal Licence to Market Natural Gas		
Requested Licence Term		
Type of Service: Commercial	Residential	Commercial & Residential
5. Business Classification		
Sole Proprietor		
Partnership		
Corporation		
Other (describe):		

Updated: April 26, 2007

B. Information about the Applicant Organization

1. Applicant Organization (Corporation, Partnership, Sole Proprietorship, Other)					
Full Legal Name of Organization			Date of Formation		
Business Address					
City	Province.	Country		Postal/ZIP	
Phone Number	Fax Number		E-mail Address		

2. Licensing History					
Has your organization or an affi been granted a licence to market	filiate of your organization ever t gas in British Columbia?	Yes			
		No 🗌			
If your response is yes to the ab-	ove, please provide the following	information:			
Licence Type		Licence No.			
Please provide a summary with reasons and results of any investigation for any situations where gas has not flowed as required in the Gas Marketer's gas supply contracts with local distribution companies for corresponding direct sale to customers.					
Please provide character references from local distribution companies who are familiar with the activities of the Gas Marketer.					
If your organization has ever following information:	marketed or sold electricity or r	natural gas in any other jurisdict	tion? If so, please provide the		
Organization	Jurisdiction	Licence Type	Licence/Registration No.		

3. Please provide the requested details of all legal proceedings as attachments to this Application.

	Yes	No
Has your organization ever made a proposal to its creditors under the Bankruptcy and Insolvency Act, been declared bankrupt or is it presently party to bankruptcy or receivership proceedings?		
 Where your organization is an undischarged bankrupt, provide a copy of the Assignment in Bankruptcy and a list of creditors 		
2. Where your organization is a discharged bankrupt, provide full proof of discharge		
 Where your organization has submitted a proposal to creditors or is in receivership provide a copy of the proposal or receivership order together with a list of creditors. 		
Are there any unpaid judgments against your organization? If yes, provide a copy of each judgment. State amount outstanding and repayment arrangements.		
Has your organization ever been found guilty or convicted or an offence under any law, Regulation or Act or are any charges now pending? This includes where a conditional discharge or an absolute discharge has been ordered. If yes, provide particulars in a separate, signed and dated statement.		
Has your organization ever had a licence or registration of any kind refused, suspended, revoked or cancelled? If yes, attach particulars		
Has your organization ever been subject of a regulatory investigation or proceeding? If yes, attach particulars.		
Has your organization ever been reprimanded, fined or otherwise disciplined by a regulatory/licensing body? If yes, attach particulars.		
How many customer complaints about your organization's gas marketing activities were received in the last 12 months?		

C. Information About Each Key Individual

Attach a copy of this sheet for each Sole Proprietor, Partner, Officer and Director

1. Personal Information							
Mr.		Last Name:			Full Fir	st name:	Initial:
Mrs.							
Ms.		Position He	ld:				
Other							
Contact A	Address	-					
City			Prov.		Country		Postal/ZIP
-							
Phone N	umber		Fax Number			Birthdate mm/do	l/yy

2. Personal Experience in Energy Industry

	Yes	No
Has this person been a proprietor, partner, officer, director of an organization that was granted a licence to market natural gas in British Columbia? If yes, provide licence number.		
Has this person been a proprietor, partner, officer, or director of an organization that marketed or sold electricity or natural gas other than for a regulated distribution utility in any other jurisdiction? If yes, please provide company name, jurisdiction, or location and licence or registration type, identifier and date issued.		
Has this person been a proprietor, partner, officer, or director of an organization that had a registration or licence of any kind refused, suspended, revoked or cancelled? If yes, provide particulars.		

3. Legal Proceedings

Is this person now or has this person been involved in personal bankruptcy	
proceedings. If yes, attach Assignment or Discharge papers.	
Is this person now or has this person been an officer, director, or majority shareholder of a corporation which has been declared bankrupt has made a proposal to its creditors under the Bankruptcy and Insolvency Act, or is in receivership, or is presently party to bankruptcy proceedings?	
1. Where this person is an undischarged bankrupt, provide a copy of the Assignment in Bankruptcy and a list of creditors	
 Where this person is a discharged bankrupt, provide full proof of discharge 	
 For corporate bankruptcies, proposals or receiverships provide related documents. 	
Are there any unpaid judgments against this person? If yes, submit a copy of each judgment. State amount outstanding and repayment arrangements.	
Has this person ever been fined, reprimanded, disciplined or otherwise subject to penalties or been investigated by a regulatory body or government agency arising out activities relating to the marketing of gas or electricity? If yes, attach full particulars on a separate, signed and dated statement.	
Has this person ever been found guilty or convicted of an offense under any law or are any charges now pending? This includes where a conditional discharge or an absolute discharge has been ordered. If yes, attach full particulars on a separate, signed and dated statement.	

D. Confirmation and Understanding

As evidenced by signing this Application, you understand that the Commission may deny, suspend or revoke a licence, or fine or otherwise discipline a licence holder, for reasons it considers sufficient, and that the following may constitute sufficient cause:

- 1. Misrepresentations in this Application.
- 2. Failure to carry out undertakings set out in this Application.
- 3. Failure to comply with the Code of Conduct for Gas Marketers, any applicable legislation, the Rules for Gas Marketers or conditions in the Gas Marketer Licence.
- 4. Failure to maintain a satisfactory performance bond.
- 5. Past performance in B.C. or other jurisdictions in respect to Items 1 to 4 above may be sufficient cause for denial of licence.

By signing this application, you confirm and warrant the following:

- 1. Your sales people/agent will provide all customers, at time of the sale, with a standard information booklet and a copy of the Notice of Appointment of Marketer agreement and any other contract signed by that customer.
- 2. You have read the Rules for Gas Marketers pursuant to Section 71.1 of the Utilities Commission Act and the Code of Conduct for Gas Marketers, and accept the obligations set out therein.
- 3. The Licensee shall notify the Commission of any material change in circumstances that adversely affects or is likely to adversely affect the business, operations or assets of the Licensee as soon as practicable, but in any event no more than (20) calendar days past the date upon which such change occurs.

By signing this Application, and to verify the information provided on this form, you authorize the Commission to collect additional information from some or all of the following sources: federal, provincial/state and municipal governments; licensing bodies; law enforcement agencies; sheriffs' offices; credit bureaus; professional and industry associations; and former and current employers. In order to determine whether your organization can reasonably be expected to be financially responsible in the conduct of business, a credit review (in accordance with standard business practices) may be undertaken by the Commission. **Only information relevant to your application will be collected.**

The Applicant certifies that the foregoing information and materials accompanying this Application are correct.

Note: The proprietor or at least one partner, officer or director of the organization must sign this Application. In addition, each individual who has provided information in Section "C" must sign this Application.

Signature of Applicant	Date Signed
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	Signature of Applicant