

## FEED-IN TARIFF microFIT CONTRACT PRESCRIBED FORM: CHANGE NOTICE FORM

IESO-microFIT- CHANGE NOTICE FORM (2016-06)

**SUBMIT BY E-MAIL (PDF WITH SIGNATURE) TO:**

[microFIT.Contract@ieso.ca](mailto:microFIT.Contract@ieso.ca)

Unless otherwise defined in this form, capitalized terms used in this form have the meanings given to them in the microFIT Contract.

<b>Date</b>	
<b>Legal Name of Supplier</b>	"Supplier"
<b>microFIT Reference Number</b>	FIT-M (the "microFIT Contract")
<b>microFIT Contract version</b>	<input type="checkbox"/> Version 1.3 <input type="checkbox"/> Version 1.4 <input type="checkbox"/> Version 1.5 <input type="checkbox"/> Version 1.6 <input type="checkbox"/> Version 1.6.2 <input type="checkbox"/> Version 2.0 <input type="checkbox"/> Version 2.0.1 <input type="checkbox"/> Version 2.1 <input type="checkbox"/> Version 2.1.1 <input type="checkbox"/> Version 3.0 <input type="checkbox"/> Version 3.0.1 <input type="checkbox"/> Version 3.1 <input type="checkbox"/> Version 3.1.1 <input type="checkbox"/> Version 3.2 <input type="checkbox"/> Version 3.3 <input type="checkbox"/> Version 4.0 <input type="checkbox"/> Version 4.1

**For assignments, complete the automated [microFIT Contract assignment](#) process from your "My microFIT Home Page".**

The Supplier submits notice to IESO of the following change(s) in accordance with the microFIT Contract. For the purposes of making a non-material change to the microFIT Contract, this Change Notice Form must be completed legibly, in full and be executed by the Supplier. This Change Notice Form may be executed in one or more counterparts, each of which shall be deemed an original, but all of which taken together constitute one and the same instrument.

Item	Description	Contract Reference	
		Versions 1.3, 1.4, 1.5, 1.6, and 1.6.2	Versions 2.0, 2.0.1, 2.1, 2.1.1, 3.0, 3.0.1, 3.1, 3.1.1, 3.2, 3.3, 4.0 and 4.1
1	Change to the name of individual for the Supplier (Limited to versions 2.0, 2.0.1, 2.1, 2.1.1, 3.0, 3.0.1, 3.1, 3.1.1, 3.2, 3.3, and 4.0 only)	N/A	Section A(10)
2	Change to the legal name of Supplier on the Contract (Limited to (a) correction of misspelling, or (b) legal name change [i.e. change to marital status])	Top of Pg.1	Section A(2)
3	Change to the e-mail address of the Supplier	Section 9.1	Section A(10)
4	Change to the mailing address of the Supplier	Section 9.1	Section A(10)
5	Change to the telephone number of the Supplier (Limited to versions 2.0, 2.0.1, 2.1, 2.1.1, 3.0, 3.0.1, 3.1, 3.1.1, 3.2, 3.3, and 4.0 only)	N/A	Section A(10)
6	Change to the Supplier's GST/HST registration information (Limited to versions 1.3, 1.4, 1.5, 1.6, and 1.6.2 only)	No Contract reference	N/A
7	Change to the Supplier's LDC generator account name	Section 2.1.3	Section A(6)
8	Change to the Supplier's LDC generator account number	Section 2.1.3	Section A(6)
9	Change to the contact information of the Supplier's designated representative (Limited to versions 2.0, 2.0.1, 2.1, 2.1.1, 3.0, 3.0.1, 3.1, 3.1.1, 3.2, 3.3 and 4.0 only)	N/A	Section A(11)

This Prescribed Form and any required supporting documentation must be submitted to [microFIT.Contract@ieso.ca](mailto:microFIT.Contract@ieso.ca) from the Supplier's email address (not the representative's email address) in accordance with the notice provision in the microFIT Contract.

**Change Notice Request:**

(Please only complete the below table for the Item(s) that requires a change)

Item	Existing	Proposed Change	Reason
<b>1. Name of individual (Supplier)</b> (versions 2.0, 2.0.1, 2.1, 2.1.1, 3.0, 3.0.1, 3.1, 3.1.1, 3.2, 3.3, 4.0 and 4.1 only)	_____ _____ _____	_____ _____ _____	
<b>2. Legal name on Contract*</b>	_____ _____ _____	_____ _____ _____	
<b>3. Supplier email</b>	_____ _____ _____	_____ _____ _____	
<b>4. Supplier mailing address</b>	<b>Address:</b> _____ <b>City/Town:</b> _____ <b>Province:</b> _____ <b>Postal Code:</b> _____ <b>Country:</b> _____	<b>Address:</b> _____ <b>City/Town:</b> _____ <b>Province:</b> _____ <b>Postal Code:</b> _____ <b>Country:</b> _____	
<b>5. Supplier telephone number</b> (versions 2.0, 2.0.1, 2.1, 2.1.1, 3.0, 3.0.1, 3.1, 3.1.1, 3.2, 3.3, 4.0 and 4.1 only)	_____ _____ _____	_____ _____ _____	
<b>6. GST/HST#</b> (versions 1.3, 1.4, 1.5, 1.6, and 1.6.2 only)	<b>GST/HST#:</b> _____	<b>GST/HST#:</b> _____	
<b>7. LDC generator account name (Facility)</b>	<b>Name:</b> _____ _____	<b>Name:</b> _____ _____	
<b>8. LDC generator account number (Facility)</b>	<b>Account #:</b> _____	<b>Account #:</b> _____	
<b>9. Supplier representative contact information</b> (versions 2.0, 2.0.1, 2.1, 2.1.1, 3.0, 3.0.1, 3.1, 3.1.1, 3.2, 3.3, 4.0 and 4.1 only)	<b>Name of Individual:</b> _____ <b>Company Name:</b> _____ <b>Address:</b> _____ <b>City/Town:</b> _____ <b>Province:</b> _____ <b>Postal Code:</b> _____ <b>Country:</b> _____ <b>Email:</b> _____ <b>Telephone #:</b> _____	<b>Name of Individual:</b> _____ <b>Company Name:</b> _____ <b>Address:</b> _____ <b>City/Town:</b> _____ <b>Province:</b> _____ <b>Postal Code:</b> _____ <b>Country:</b> _____ <b>Email:</b> _____ <b>Telephone #:</b> _____	

\*Changes to the legal name(s) on a Contract are limited to the correction of misspelling or legal name change (i.e. due to a change in marital status). To add or remove Supplier(s) from the Contract in any other circumstance, a Contract assignment request must be submitted to the IESO from your "My microFIT Home Page".

The Supplier confirms that the microFIT Contract remains in full force and effect in accordance with its terms and any amendment entered into by the IESO and the Supplier.

**Representations and Warranties:**

The Supplier represents and warrants to the IESO that all the data and information set out in this form and any supporting documentation that is submitted by the Supplier in connection with this request is complete, true and accurate in all material respects, and there is no material information omitted that makes the information contained herein misleading or inaccurate.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

[SIGN ON APPROPRIATE LINE]

***If the Supplier is a natural person(s)***

Per: \_\_\_\_\_  
Signature  
Print Name: \_\_\_\_\_

Per: \_\_\_\_\_  
Signature  
Print Name: \_\_\_\_\_

Per: \_\_\_\_\_  
Witness Signature  
Print Name: \_\_\_\_\_

***If the Supplier is a corporation***

Per: \_\_\_\_\_  
Signature  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

I have the authority to bind the corporation.

***If the Supplier is a limited partnership***

\_\_\_\_\_ (Supplier)  
by its general partner \_\_\_\_\_

Per: \_\_\_\_\_  
Signature  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_

I have the authority to bind the limited partnership.

The name(s) entered above as the signature of the Supplier will be relied upon by the IESO for the purposes of binding the Supplier.