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| PUC logo | COMMONWEALTH OF PENNSYLVANIAPENNSYLVANIA PUBLIC UTILITY COMMISSION400 NORTH STREET, HARRISBURG, PA 17120 | **IN REPLY PLEASE REFER TO OUR FILE** |

November 28, 2017

Docket No. A-2017-2634803

Utility Code: 1220439

**CERTIFIED**

SUMMER ROBBINS CEO

OUR ENERGY MANAGER LLC

5515 NW 108TH TER

KANSAS CITY MO 64154

RE: Natural Gas Supplier License Application of Our Energy Manager LLC

Dear Ms. Robbins:

On November 21, 2017, Our Energy Manager LLC’s (OEM) application for a Natural Gas Supplier license was accepted for filing and docketed with the Public Utility Commission. The application was incomplete. In order for us to complete our analysis of your application, the Energy Industry Group requires answers to the attached question(s).

Please be advised that you are directed to forward the requested information to the Commission within **30** days of receipt of this letter. Failure to respond may result in the application being denied. As well, if OEM has decided to withdraw its application, please reply notifying the Commission of such a decision.

Please forward the information to the Secretary of the Commission at the address listed below. When submitting documents, all documents requiring notary stamps must have original signatures. Please note that some responses may be e-filed to your case, <http://www.puc.pa.gov/efiling/default.aspx>. A list of document types allowed to be e-filed can be found at <http://www.puc.pa.gov/efiling/DocTypes.aspx>.

Rosemary Chiavetta, Secretary

Pennsylvania Public Utility Commission

400 North Street

Harrisburg, PA 17120

**Your answers should be verified per 52 Pa Code § 1.36.** Accordingly, you must provide the following statement with your responses:

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, hereby state that the facts above set forth are true and correct to the best of my knowledge, information and belief, and that I expect to be able to prove the same at a hearing held in this matter.  I understand that the statements herein are made subject to the penalties of 18 Pa. C.S. § 4904 (relating to unsworn falsification to authorities).

The blank should be filled in with the name of the appropriate company representative, and the signature of that representative should follow the statement.

In addition, to expedite completion of the application, please also e-mail the information to Lee Yalcin at lyalcin@pa.gov. Please direct any questions to Lee Yalcin, Bureau of Technical Utility Services, at lyalcin@pa.gov (preferred) or (717) 787-6723.

**** Sincerely,

 Rosemary Chiavetta

 Secretary

Enclosure

Docket No. A-2017-2634803

Our Energy Manager LLC

Data Requests

1. Reference Application, Section 1.e, Customer Complaints Contact Info – Applicant failed to list addresses for its primary and secondary contact persons. Please submit an updated page of the application with the addresses included.
2. Reference Application, Section 7.a, Bonding Letters – Applicant failed to provide any of the required bonding letters. Please provide the missing documentation.
3. Reference Application 7.b, Financial- Applicant failed to include the mentioned Profit and Loss statements and Balance Sheets, please submit these documents. To demonstrate financial fitness applicant may also submit income tax returns for the most recent 2 years and bank account statements for the most recent 3 months.
4. Reference Application, Section 7.f, Taxation-Applicant provided an incorrect Corporate Box Number instead of a Revenue ID Number on its Tax Certification Statement. Any company registered in the Commonwealth of Pennsylvania after March 2013 must contact the Pennsylvania Dept. of Revenue for its 10-digit Revenue ID Number. Please submit a corrected Tax Certification Statement.
5. Reference Application, Section 8.a, Technical Fitness – Applicant failed to provide copies of licenses for Illinois and New Jersey. Please provide the missing documentation.