

Dear Yukon Energy Customer,

Please be advised that effective _____, I, _____
request the supply of electrical power. I understand that the above information must be
supplied to Yukon Energy for the purpose of account connection.

By copy of this letter, approval is granted to allow _____ access to my
electrical billing records.

***** Yukon Energy requires 5 business days notice for all transfers of services*****

Date Submitted: _____

First Name: _____ Last Name: _____

Unit# _____

Location: _____

Meter Number: _____

Phone Number (w) _____ (h) _____ other) _____

Email Address: _____

Driver's License#: _____

Date of Birth: _____

Account Number (if applicable): _____

Mailing Address: _____

Applicant Signature _____

Authorized Entity Signature _____

Please submit the completed form to billing@vec.yk.ca

Yukon Energy supplies and delivers electricity and provides related billing services and offerings to some residents and businesses in the Yukon. Yukon Energy collects personal information from its customers with their consent and, additionally, as a public body under the Yukon Access to Information and Protection of Privacy Act (ATIPPA), Yukon Energy is authorized, via section 15 (c) (i) to collect, via section 21(a) and (b) to use and via section 25(a) and (c) to disclose personal information as it relates to and is necessary for carrying out these activities.

Personal information collected by Yukon Energy will include an individual's first name, last name, phone number(s), email address(es), physical (service) location and mailing address, birthdate, driver's license number (if provided as a secondary identifier), banking/payment information (if provided) and electricity usage. The personal information Yukon Energy collects is retained during the time period that services are provided to you and up to seven (7) years after, for regulatory and legal reasons.

ATCO is the Information Manager of Yukon Energy's billing system and MyAccount portal. Personal information disclosed in these systems may be accessed by an ATCO employee if needed to ensure ongoing delivery of electricity billing services to you, and at times to collect or process a payment on your electricity account. Yukon Energy's agreement with ATCO includes provisions aimed at protecting your privacy, ensuring that it is only used for authorized purposes and maintaining the security of your personal information. Yukon Energy retains responsibility for ATCO's actions in its specific role as the Information Manager of our billing system and MyAccount portal.

Yukon Energy is committed to respecting the privacy of the personal information of the individuals with whom we interact. Yukon Energy has developed various documents to describe our privacy policies and practices and how we collect, use and disclose the personal information of those individuals we serve. Our Privacy Policy can be found at yukonenergy.ca

By providing your personal information, you are consenting to the collection, use and disclosure of your personal information for the purpose of Yukon Energy providing electrical and billing service to you and your Authorized Representatives as described here and in our Privacy Policy.

You have the right to access and correct the personal information Yukon Energy holds about you. To submit a request or to make an inquiry or complaint about Yukon Energy's Customer Privacy Policy, please write to Yukon Energy's Privacy Officer at privacy.officer@yec.yk.ca or #2 Miles Canyon Road (PO Box 5920), Whitehorse, Yukon, Y1A 6S7.