

To: Cold Lake Pipeline Brokers and Shippers
Date: November 30th, 2018
Re: Process for Brokers on Cold Lake Pipeline

Cold Lake Pipeline Limited Partnership continues to see an increase in third parties who are not Shippers requesting access to trade on the Cold Lake Pipeline. “**Broker(s)**” means a party with no Receipt Point volume that contracts with Shippers for transportation service on Carrier’s system. (Defined terms used, but not defined herein, are found in the Cold Lake Pipeline Tariff No. 201).

Rights and Responsibilities of Brokers

Brokers have the right to nominate purchases, sales, and deliveries on the Cold Lake West (Edmonton) or Cold Lake South (Hardisty) pipelines. Some delivery facilities are subject to tolls as published on Inter Pipeline Ltd.’s website.

A separate and balanced Notice of Shipment is required for each line:

Broker shall provide a Notice of Shipment, or a revised Notice of Shipment, with the volume of Petroleum to be Tendered equal to the volume of Petroleum to be Delivered, including consideration for transfer volumes by Shipper. If such volumes are determined by Carrier to be unequal, Carrier will notify the Shipper of the variance and request prompt receipt of a revised Notice of Shipment. If a revised Notice of Shipment is not received within twenty-four hours, the Carrier may reduce the Tenders, Deliveries and/or permitted transfer volumes of such Shipper, at Carrier’s sole discretion.

New Broker Fee

To offset the associated administrative work required with the Broker requests on the Cold Lake Pipeline, each new request for Broker status on Cold Lake Pipeline requires an advance payment of \$5,000 as an application fee. The application fee is non-refundable and payable to Cold Lake Pipeline Limited Partnership. This fee is effective immediately.

Credit Approval

Brokers must meet Cold Lake Pipeline Limited Partnership’s credit requirements prior to being approved as a Broker, such approval is in Cold Lake Pipeline Limited Partnership’s sole discretion.

Transfer fees

A fee of \$500 will be charged on each transfer. “**Transfer**” means a purchase or sale to another Shipper or Broker on the pipeline as indicated on the Notice of Shipment. This updated charge is effective January 2019 production.

Revocation of Broker Status

The following conditions will result in a Broker having its right to transact on the Cold Lake Pipeline System revoked:

- a) Brokers that submit unbalanced Notices of Shipment.
- b) Brokers that have unpaid invoices.
- c) Brokers that do not Tender Petroleum for six consecutive months.

In the event a Broker’s status is revoked, any reapplication would be subject to the New Broker Fee.