City of Minneapolis
Health Department
Environmental Services
250 South Fourth Street Room 400
Minneapolis, Minnesota 55415
www.minneapolismn.gov

Energy Benchmarking Reporting Extension or Exemption Request

An exception to the City of Minneapolis commercial building energy benchmarking ordinance (Ordinance 47.190) for **reporting year 2016** is requested for the following building:

Request for: ☐ Exemption ☐ Extension - Data will be submitted by _____

Contact Name: _____ Office Phone: _____

Company Name: _____ Mobile Phone: _____

Building Address: _____ e-mail: _____

Minneapolis Building ID : _____ Minneapolis Property ID: _____

☐ This property is requesting an **exemption** for **reporting year 2016 only** because (attach documentation):

- ☐ The building is presently experiencing qualifying financial distress in that the building is the subject of a qualified tax lien sale or public auction due to property tax arrearages, the building is controlled by a court-appointed receiver based on financial distress, the building is owned by a financial institution through default by the borrower, the building has been acquired by a deed in lieu of foreclosure, or the building has a senior mortgage which is subject to a notice of default.
- ☐ The building or areas of the building subject to the requirements of this section have been less than fifty (50) percent occupied during the calendar year for which benchmarking is required.
- ☐ The building certificate of occupancy was issued less than two (2) years prior to the applicable benchmarking deadline.

☐ This property is requesting **a 45-day extension** from the **June 1, 2017** deadline because (attach documentation):

- ☐ The property owner/manager is actively working on collecting data. A delay in obtaining energy or water use data beyond the control of the property owner/manager will result in the energy use data not being submitted by the reporting deadline.
- ☐ Other _____

Please provide evidence of the need for an exemption or an extension. Examples of this may include a rental report for your space showing less than 50% occupancy or an e-mail request for data that you are waiting for a response. Any piece of evidence that demonstrates your need for an extension will help your ability to get an extension approval.

You may e-mail your completed application to MPLSEnergyStar@minneapolismn.gov or mail it to the Environmental Services address above.

If you need this material in an alternative format please call the Minneapolis Health Department at (612) 673-2301 or email health@minneapolismn.gov.
Deaf and hard-of-hearing persons may use a relay service to call 311 agents at (612) 673-3000. TTY users may call (612) 673-2157 or (612) 673-2626.
Attention: If you have any questions regarding this material please call 311 or (612) 673-2301; Hmong - Ceeb toom. Yog koj xav tau kev pab txhais cov xov no rau koj dawb, hu (612) 673-2800; Spanish - Atención. Si desea recibir asistencia gratuita para traducir esta información, llame al teléfono (612) 673-2700; Somali - Ogow. Haddii aad dooneyso in lagaa kaalmeeyo tarjamadda macluumaadkani oo lacag la' aan wac (612) 673-3500.

Office Use Only Approved: _____ More Information Required: _____Denied:_____
Reason for Denial: