



## Benchmarking Exemption Request

Properties wishing to claim an exemption from the requirements of the Building Energy and Water Efficiency Strategy ordinance of the City of Orlando must fill out the following form, attach supporting evidence to demonstrate a property's eligibility for said exemptions and email the completed form to [buildingefficiency@cityoforlando.net](mailto:buildingefficiency@cityoforlando.net). *Voluntary participation for buildings under the minimum 50,000 square foot threshold are HIGHLY recommended to benchmark to reap the financial and environmental benefits benchmarking.*

BUILDING INFORMATION:					
Building/Property Owner:			Company:		
Building ID #:	Phone:	Email:			
Property Address:			Unit #	City	State Zip
PROPERTY MANAGER INFORMATION:					
Property Manager/Benchmarking Point-of-Contact:			Company:		
Phone:	Fax:	Email:			
Address / Physical Location of Utility Meter(s):			Unit #	Orlando	FL Zip
Billing Address:			Unit #	City	State Zip
VERIFICATION:					
Sign below to verify the information related to this request is true and accurate. Misrepresenting any material fact in these document may lead to a rejection of the request and a violation of City codes.					
Signature:			Date:		
EXEMPTION DOCUMENTATION					
Any entity or owner requesting an exemption from benchmarking shall complete this form, provide the director with any documentation necessary to substantiate the request, and email the completed form to <a href="mailto:buildingefficiency@cityoforlando.net">buildingefficiency@cityoforlando.net</a> by the compliance deadline on <u>May 1, 2022</u> . Any exemption granted shall be limited to the benchmarking submission date for which the request was made and does not extend to past or future submittals.					

**\*\*Please turn over for second page\*\***

**BENCHMARKING EXEMPTIONS**

Please select the benchmarking exemption that applies to your covered non-city property:

	It is under the minimum 50,000 square feet size threshold for gross floor area
	A demolition permit was issued during the prior calendar year, demolition work has commenced, and energy-related systems have been significantly compromised
	Due to special circumstances unique to the applicant’s facility and not based on a condition caused by the applicant, strict compliance with this ordinance would cause undue hardship or would not be in the public interest (this determination to be made at the Director of Sustainability's discretion)
	The property qualifies as having a financial hardship (review which conditions apply at <a href="http://orlando.gov/buildingefficiency">orlando.gov/buildingefficiency</a> )
	The property is considered “industry”, “manufacturing”, or is a theme park attraction
	Substantially all of the property is used for telecommunications infrastructure
	<p>More than 3 meters are associated with the covered non-city property and</p> <ol style="list-style-type: none"> <li>1) The electricity utility does not provide whole-bundling data aggregation services (through an automated tool or manually aggregated by account representative) and</li> <li>2) The owner does not have access to master meters or other means</li> </ol> <p>(Once such services are available from the utility, such buildings will no longer be exempt from benchmarking requirements and shall file initial benchmarking reports in the year following data availability.)</p>
	The property does not have a certificate of occupancy or temporary certificate of occupancy for all 12 months of the calendar year being benchmarked

**EXPLANATION OF EXEMPTION**

Please provide additional details regarding your request for exemption:

**SUPPORTING DOCUMENTS**

Please attach any supporting evidence to demonstrate a property’s eligibility for claimed exemptions to this document.

Please describe the supporting evidence that you have provided: