



PUC SERVICES INC.
500 SECOND LINE EAST, P.O. Box 9000
SAULT STE. MARIE, ONTARIO, P6A 6P2

Reporting of Energy Consumption and Water Use Request Form

Ontario Regulation 20/17 under the *Green Energy Act, 2009* requires owners of large buildings with a gross floor area of 50,000 square feet and above to report their energy consumption and water use data to the Ministry of Energy on an annual basis. The reporting requirement will be phased in as shown in the following schedule:

Reporting Timeline	Commercial Building Gross Floor Area	Multi-Unit Residential Buildings Gross Floor Area
By July 1, 2018 - <i>Information for 2017 calendar year</i>	250,000 square feet and larger	Not required to report in first year
By July 1, 2019 - <i>Information for 2018 calendar year</i>	100,000 square feet and larger	100,000 square feet and larger
By July 1, 2020 - <i>Information for 2019 calendar year</i>	50,000 square feet and larger	50,000 square feet and larger

Please use this form to request your annual energy and water consumption data for your property from PUC Services Inc. Submit your data request as soon as possible as it may take several weeks to process your request.

Section A - Data Request – To be completed by Property Owner

This section is about the person/company that owns the property for which energy and water consumption data is being requested. If you are a property manager, energy consultant or other third party requesting the energy and water consumption data on behalf of a property owner, the owner must complete the authorization in Section B below. PUC Services Inc. cannot process any third party requests without owner authorization.

Name of Property Owner		Legal/Corporate Name	
Business Name		Phone Number	
Alternate Phone Number		Email Address	
Street Address		City	
Province		Postal Code	

Section B - Data Request – To be completed by Third Party Requestor

Name of Third Party Representative		Legal/Corporate Name	
Type of Role-Property Manager/Energy Consultant		Phone Number	
Alternate Phone Number		Email Address	
Street Address		City	
Province		Postal Code	

As the property owner, I hereby authorize the third party named above to access my aggregated energy and water consumption data.

Signature of Property Owner: _____ Date: _____

Section C - Property Information

This section is about the property/building for which energy and water consumption data is requested.(For multiple properties please complete a request for each property).

1. Does the property have multiple buildings with one street address? No/Yes - if Yes how many _____
2. Does the building have multiple street addresses? No/Yes – if yes provide each address

3. Type of heating at property? Electric ____ Gas ____ Other ____
4. Building Name (if applicable): _____
5. Year for which energy and water consumption data is being requested: _____
6. MPAC assessment roll number: _____ MPAC property code: _____
7. Gross floor area (square feet): _____ Year Built: _____ Number of floors: _____
8. Property address: _____
9. City: _____ Province: _____ Postal Code: _____
10. PUC Services Account Number: _____

Verification of Information

I hereby confirm that the information provided in this form is accurate and complete. I am the legal owner of/I have obtained lawful authority from the legal owner of the large building specified in this form. I agree to notify PUC Services Inc. immediately in writing if any of the information I provided changes.

I understand and acknowledge that PUC Services Inc. provides the requested data to me as is available through the existing metering infrastructure and based on the information that I have provided. I agree not to hold PUC Services Inc. liable under any circumstances for any errors, omissions, or delays in respect of the requested data, including any liability, loss or damages, which may arise.

I acknowledge that all information submitted in this process may be used by PUC Services Inc. in support of complying with its statutory obligations, including but not limited to the *Green Energy Act, 2009*, the *Electricity Act, 1998*, the *Ontario Energy Board Act, 1998* all as amended and the regulation thereto, and all applicable Ontario Energy Board codes and rules, as well as its electricity distribution license.

Signature of Requestor: _____ Print Name: _____
Date: _____

Please return completed document to:

Mail: PUC Services Inc.
500 Second Line E | PO Box 9000
Sault Ste. Marie ON P6A 6P2

Email: Customer.Care@ssmpuc.com
Fax : 705-759-6510