

## Energy and Water Reporting and Benchmarking (EWRB) Data Request Form

In accordance with [Ontario Regulation 20/17](#) made under the Green Energy Act, 2009 owners of large buildings with a gross floor area of 50,000 square feet and above are required 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 and Industrial Buildings Gross Floor Area	Multi-Unit Residential Buildings Gross Floor Area
By July 1, 2018 (information for 2017 calendar year)	250,000 square feet and larger	Not required to report in the first year
By July 1, 2019 (information for 2018 calendar year)	100,000 square feet and larger	100,000 square feet and larger
By July 1, 2020 (information for 2019 calendar year)	50,000 square feet and larger	50,000 square feet and larger

Please use this form to request the annual electricity consumption data for your property from Elexicon Energy Inc. Email the completed form to [CustomerCare@ElexiconEnergy.com](mailto:CustomerCare@ElexiconEnergy.com) with "EWRB Data Request" in the subject line. Requests may take 2-3 weeks to process.

The following information will be required before Elexicon Energy Inc. can provide the energy consumption data for your building:

- I. The EWRB ID for the building. This number is provided by the Ministry of Energy.
- II. The Municipal Property Assessment Corporation (MPAC) code and roll number for the property. This information can be found on your property assessment and tax bill, or the MPAC website.
- III. The square footage of the building.

### **Important Notes:**

1. If you are requesting data for more than one prescribed property, a separate request form is required for each property.
2. Requests received after June 8<sup>th</sup> may not be processed in time for you to meet the Ministry of Energy's annual July 1<sup>st</sup> reporting deadline.
3. If you are a property manager, energy consultant, or other third party requesting energy consumption data on behalf of a property owner, the owner must complete and sign the authorization section under **PART A** of this form in order to authorize Elexicon Energy Inc. to release the data to you. Elexicon Energy Inc. cannot process a request from a third party if **PART A** is not completed and signed.

## PART A: Property Owner Information

This section pertains to the person/company that owns the property for which energy consumption data is requested.

Full name of property owner (please print): \_\_\_\_\_

Full legal/corporate name: \_\_\_\_\_

Business name/operating as (if different from the legal/corporate name): \_\_\_\_\_

Phone number: \_\_\_\_\_ Email address: \_\_\_\_\_

Street address: \_\_\_\_\_ City: \_\_\_\_\_

Province/state: \_\_\_\_\_ Postal code: \_\_\_\_\_

**To authorize a third party representative to make a request on your behalf complete and sign the section below.**

As the property owner for the property identified in **PART C**, I hereby authorize the third party named in **PART B** to access my aggregated consumption data for the property described in **PART C**.

**Signature of property owner:** \_\_\_\_\_

Print name: \_\_\_\_\_ Date: \_\_\_\_\_

## PART B: Data Requestor Information (if not the property owner)

This section is about the person requesting energy consumption data, if different than the property owner.

If not the property owner, you are a(n):  Property Manager  
 Energy Consultant  
 Other (please specify): \_\_\_\_\_

Full name of data requestor (please print): \_\_\_\_\_

Phone number: \_\_\_\_\_ Email address: \_\_\_\_\_

Full legal/corporate name: \_\_\_\_\_

Business name/operating as (if different from the legal/corporate name): \_\_\_\_\_

Street address: \_\_\_\_\_ City: \_\_\_\_\_

Province/state: \_\_\_\_\_ Postal code: \_\_\_\_\_

## PART C: Property Information

This section is about the property/building for which energy consumption data is being requested.

Year for which electricity consumption data is being requested: \_\_\_\_\_

Building name (if applicable): \_\_\_\_\_

Ontario EWRB ID: \_\_\_\_\_

MPAC assessment roll number: \_\_\_\_\_ MPAC property code: \_\_\_\_\_

Does the property have multiple buildings with one street address?  No  Yes; how many? \_\_\_\_\_

Does the building have multiple street addresses?  No  
 Yes; please provide each address:

\_\_\_\_\_

Gross floor area (square feet): \_\_\_\_\_ Year built: \_\_\_\_\_ Number of floors: \_\_\_\_\_

Number of units: \_\_\_\_\_ Number of structures (if a building complex): \_\_\_\_\_

Property address: \_\_\_\_\_

City: \_\_\_\_\_ Province/state: \_\_\_\_\_ Postal code: \_\_\_\_\_

## PART D: Declaration

**By providing your signature below, you are confirming that you have the authority to certify the accuracy of the information on this form. Incomplete forms will not be processed.**

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 Elexicon Energy Inc. immediately in writing if any of the information I provided here changes.

I understand and acknowledge that Elexicon Energy Inc. will provide 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 Elexicon Energy Inc. and/or its subsidiaries, affiliates and their respective directors, officers, employees, contractors, agents and/or their other representatives 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 in contract, tort or otherwise.

I acknowledge that all information submitted in this process may be used by Elexicon Energy Inc. to comply with its statutory obligations, including but not limited to under the Green Energy Act, 2009, the Electricity Act, 1998, the Ontario Energy Board Act, 1998, and the regulations thereto, and all applicable Ontario Energy Board codes and rules, as well as its electricity distribution licence.

I certify the above information to be true, correct and complete. **Signature of data requestor:**

\_\_\_\_\_

Print name: \_\_\_\_\_ Date: \_\_\_\_\_

Elexicon Energy Inc. respects your privacy. Any personal information collected will be used by Elexicon Energy Inc. in order to provide you with customer service and all in accordance with the terms of our Privacy Policy. Please refer to our Privacy Policy on our website for more information regarding our use of your personal information.