



# NYC Greener, Greater Buildings Laws Notice

**Mailing Address:**

John Doe  
1 Centre Street  
New York, NY 10007

**Owner Name:**

John Doe

**Property Address:**

66 John Street, 2<sup>nd</sup> FL.

**Borough, Block, Lot:**

Manhattan (1) - 00067 - 0001

December xx, 2010

## REQUIREMENT TO BENCHMARK ENERGY USAGE

Please read below for details on how to comply with Local Law 84

Dear *Owner Name*,

The building(s) on your lot must be assessed for energy consumption by May 1<sup>st</sup>, 2011, and every May 1<sup>st</sup> thereafter in accordance with **Local Law 84 of 2009**, the “benchmarking law”.

For a detailed explanation of the benchmarking law visit [www.nyc.gov/GGBP](http://www.nyc.gov/GGBP).

**Benchmarking Requirements:**

- Benchmarking is a process to assess the energy consumption of one or more buildings by inputting data into the United States Environmental Protection Agency’s (EPA) free online tool called Portfolio Manager.
- The data required includes 12 months of energy use, square footage, hours of use, plus other information as prompted by the tool.
- Your building(s) must be benchmarked by May 1<sup>st</sup>, 2011 using energy information (utility bills, etc.) from January 2010 through December 2010.
- Buildings may begin the process of benchmarking today, but will need to both electronically access the Portfolio Manager tool and submit their data to the City of New York through a link to be made available at [www.nyc.gov/GGBP](http://www.nyc.gov/GGBP) after January 1<sup>st</sup>, 2011.

**Other Requirements:**

In addition, the building(s) on this lot must also comply with the following New York City Greener, Greater Buildings Laws:

- Local Law 87 of 2009: **Audits and Retro-commissioning**, by 20XY, and every ten years thereafter;
- Local Law 88 of 2009: **Lighting Upgrades and Sub-metering**, by January 1<sup>st</sup>, 2025

For more information on the NYC Greener, Greater Buildings Laws keep visiting [www.nyc.gov/GGBP](http://www.nyc.gov/GGBP), because the site will be periodically updated.

Thank you in advance for your cooperation with the City on these important green initiatives. If you have any questions regarding compliance with the Greener, Greater Buildings Laws, please email:

[sustainability@buildings.nyc.gov](mailto:sustainability@buildings.nyc.gov).