ENERGY STAR Data Verification Checklist Guide

GHT LIMITED
CONSULTING ENGINEERS

1. Select the REPORTING tab in your ENERY STAR Portfolio Manager and navigate to DATA VERIFICATION CHECKLIST under the ENERGY STAR Performance Documents title.

2. Under Select Report(s) to Download, check the box for ENERGY STAR Data Verification Checklist.

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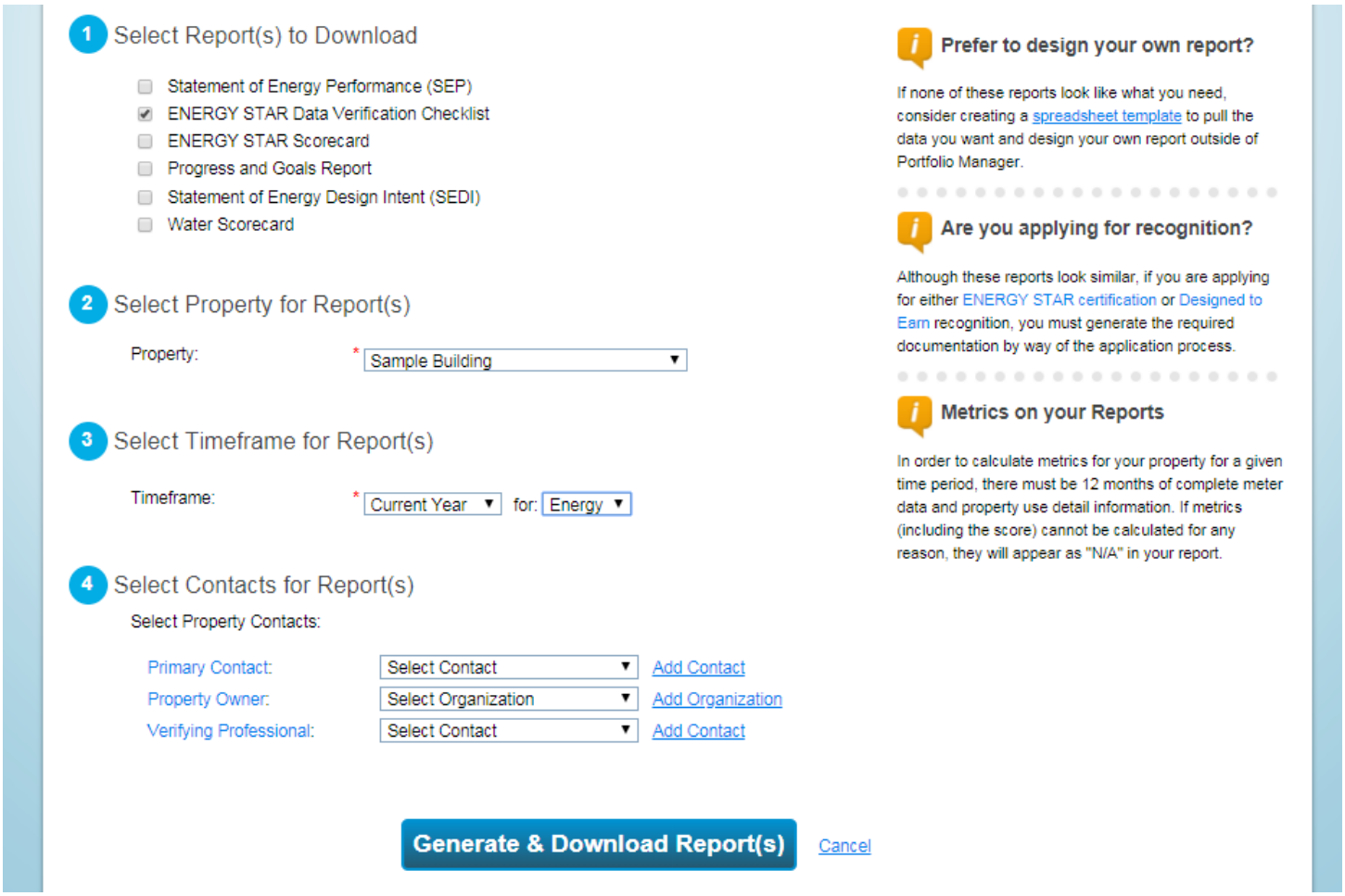
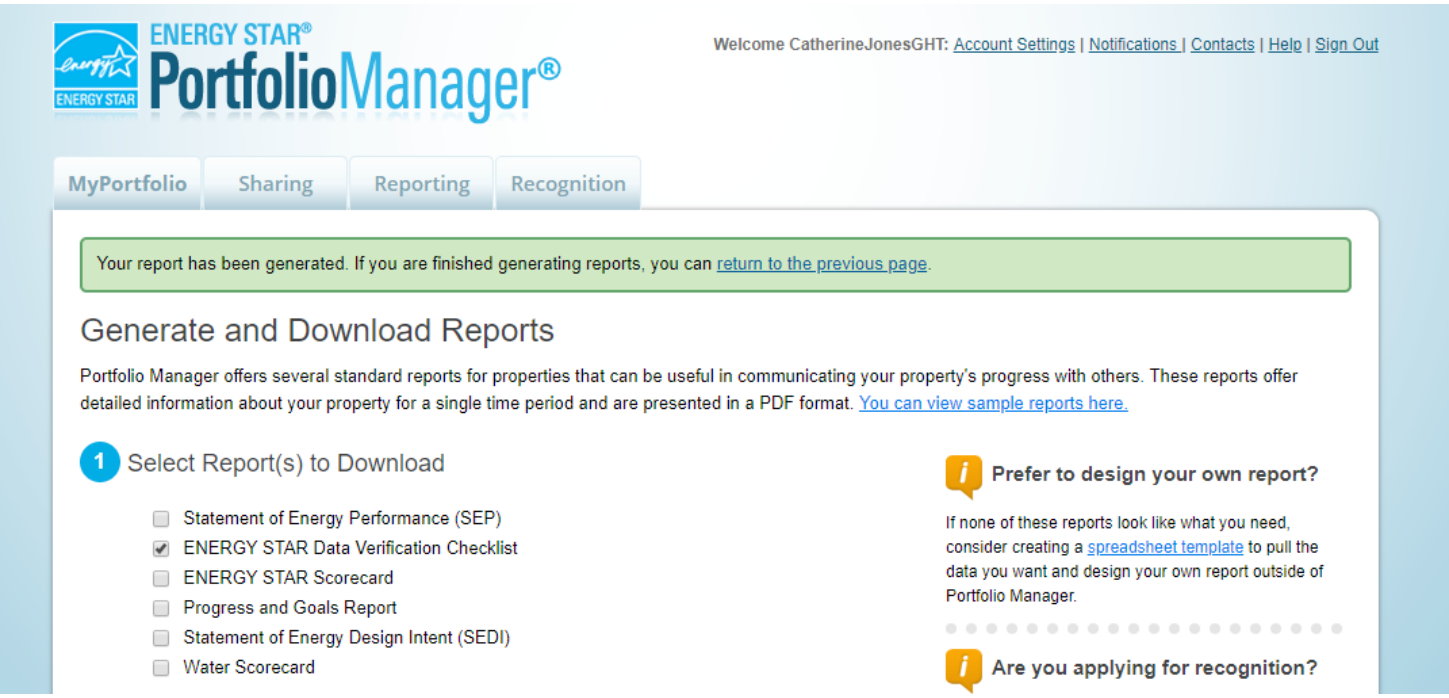
3. Continue following the questions by selecting the name of your property, timeframe for the report, and appropriate contacts. Complete this step by clicking GENERATE & DOWNLOAD REPORT(S).



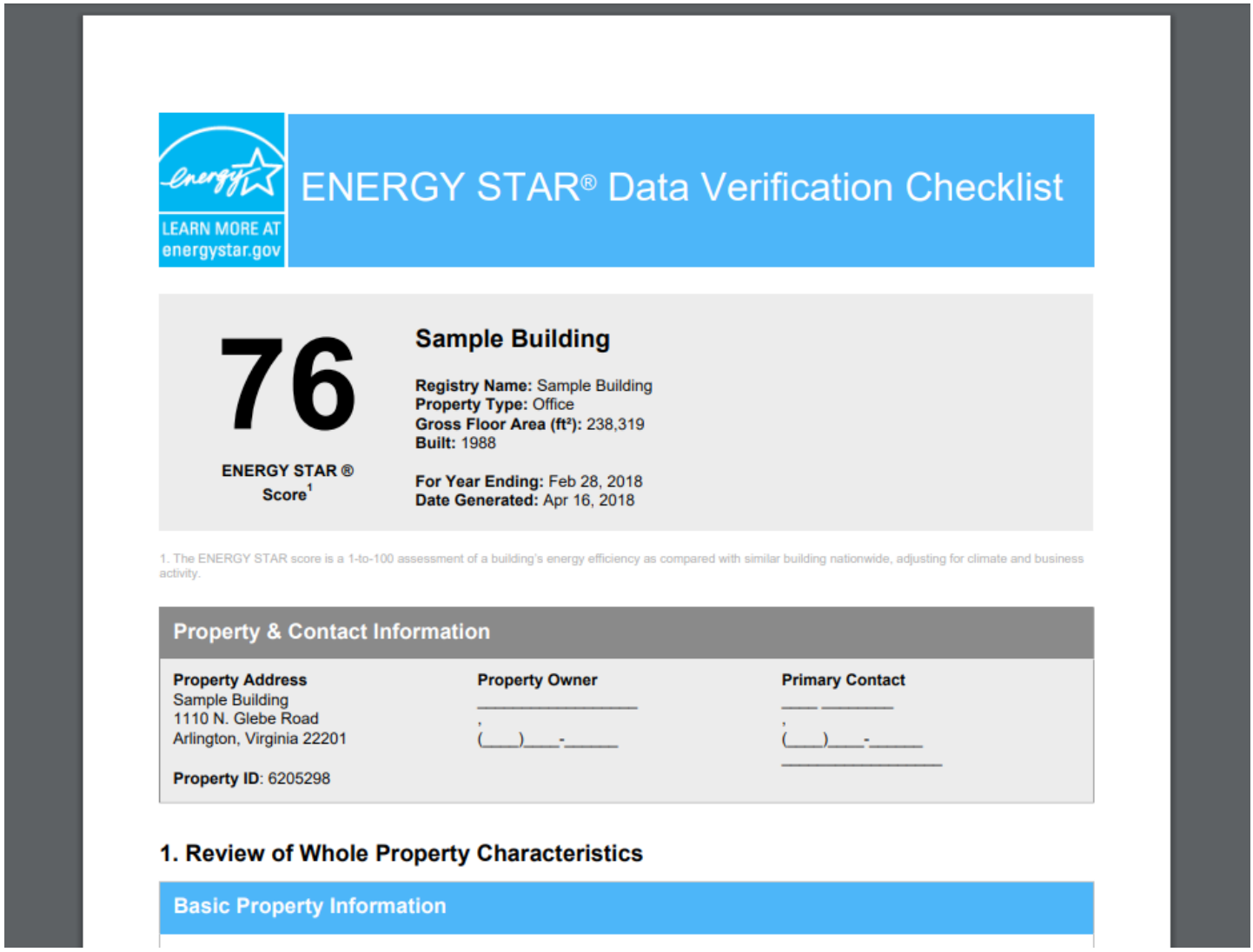
ENERGY STAR Data Verification Checklist Guide

4. Once your report has been generated you will see a message in a green box at the top of your page.



ENERGY STAR Data Verification Checklist Guide

5. Your Data Verification Checklist should generate and will automatically pop-up on your screen. You can use this tool to see the status of your energy, water, or waste data without generating an application. This is useful to compare year over year data and to stay on track to achieve goals. If you have questions, contact oes@ghtltd.com.



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ENERGY STAR® Data Verification Checklist

76

ENERGY STAR ® Score[1]

Sample Building

Registry Name: Sample Building
Property Type: Office
Gross Floor Area (ft²): 238,319
Built: 1988

For Year Ending: Feb 28, 2018
Date Generated: Apr 16, 2018

1. The ENERGY STAR score is a 1-to-100 assessment of a building's energy efficiency as compared with similar building nationwide, adjusting for climate and business activity.

Property & Contact Information

Property Address	Property Owner	Primary Contact
Sample Building 1110 N. Glebe Road Arlington, Virginia 22201	_____ , (___)___-_____	___ _____ , (___)___-_____ _____

Property ID: 6205298

1. Review of Whole Property Characteristics

Basic Property Information