



TENANT DATA RELEASE FORM

In an effort to track and reduce energy costs and carbon emissions, both local and state policymakers have turned to building benchmarking to evaluate energy usage and set targets for commercial buildings. Portland City Council passed a policy in 2015 requiring commercial buildings more than 20,000 square feet to annually track and report their energy use using the EPA’s ENERGY STAR® Portfolio Manager. Annual reports are published and available on the City of Portland’s website. In Washington State, the Clean Buildings bill was signed into law in 2019 and expanded in 2022, outlining energy performance standards and reporting requirements for commercial buildings over 20,000 square feet. Similarly in Oregon, a statewide program was passed in 2023 establishing the Oregon Building Performance Standard for buildings over 20,000 sqft. For all of these programs, building and property owners must obtain energy usage for the entire building to benchmark with ENERGY STAR™ Portfolio Manager.

More information about these benchmarking programs can be found at the following websites:

- Portland Commercial Building Energy Reporting: Commercial Building Energy Reporting | Portland.gov
WA Clean Buildings Performance Standard: Clean Buildings Performance Standard (CBPS) – Washington State Department of Commerce
OR Building Performance Standards: State of Oregon: Save Energy - Building Energy Performance Standards

For NW Natural to share aggregated usage information, building owners and property managers may be required to obtain tenant or occupant permission in accordance with each state’s aggregation threshold.

As part of their work to comply with this program, your building owner and/or property manager requests that you complete the following Release Form authorizing NW Natural to share your natural gas usage (therms) with them in aggregate form.

Table with 2 columns and 2 rows. Top-left: Building Name and Address; Top-right: Building Owner/Property Manager; Bottom-left: Gas Meter Number; Bottom-right: NW Natural Account Number.

I authorize Northwest Natural Gas Company (“NW Natural”) to release to the building owner/property manager (“Landlord”) my monthly natural gas usage as part of and in connection with NW Natural’s provision of aggregated gas usage for the building identified above. I understand that the information to be provided by NW Natural to Landlord will only be used by Landlord for the reporting of the building’s aggregate energy use and other energy performance information as required by the programs outlined above, and that this aggregated data will be made publicly available as part of the ENERGY STAR™ Portfolio Manager website.

I understand my participation by authorizing the release of this information will support a nationwide energy efficiency benchmarking effort, which is intended to lead to an overall reduction in energy consumption and reduce greenhouse gas emissions. I further understand that my participation and decision to authorize the release of my natural gas usage is voluntary.

As part of this authorization, I release and hold harmless NW Natural and all of its related entities, officers, directors, employees, representatives and assigns from any and all claims, liabilities, damages, expenses or causes of action resulting from any release by NW Natural of my natural gas consumption data.

Signature: _____

Printed Name: _____ Date Signed: _____

Title: _____ Company: _____