



<b>Violation #</b>	E	B	N	O	V	2	0	1	6					
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Seattle Building ID: \_\_\_\_\_

Property Address: \_\_\_\_\_

Property Name: \_\_\_\_\_

*I am in receipt of the above Seattle Office of Sustainability & Environment (OSE) violation for failure to comply with SMC 22.920. I am requesting an appeal of this violation through OSE's Administrative Review process.*

Please explain the circumstances surrounding the violation, and to request a reduction, or waiver of the penalty. Attach additional documentation if needed.

(over)

## SUBMISSION INSTRUCTIONS

Email a completed Energy Benchmarking Violation Appeal Request Form within 30 days of the issuance of violation, along with any additional attachments to support your appeal. In the subject line please put "Energy Benchmarking Appeal" along with your Seattle Building ID. You may also mail this form.

Email: Ashley.Mcculley@seattle.gov

Mail: Seattle Office of Sustainability & Environment  
Attn: Ashley McCulley  
PO Box 94729  
Seattle, WA 98124

By checking the box below, I, the representative of the building affirm and attest to the accuracy, truthfulness and completeness of the statements of material fact provided in this form. I understand these statements are subject to verification. Please note, if you are appealing on behalf of the owner, the violation, appeal decision, and fine will remain issued to the building owner.

Pursuant to RCW 9A.72.085, I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct. By clicking this box, I intend to submit my signature.

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Name

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Mailing Address

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Phone

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City

State

Zip

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Email