



# ENERGY STAR Multifamily High Rise Submittal Validation Form, Version 1.0

## INSTRUCTIONS

The ENERGY STAR Multifamily High Rise Submittal Validation Form is used by the licensed professional to validate submittals. This form must be signed and stamped by a professional engineer or registered architect and submitted to EPA or its designated agent for approval. For more information on program submittals see the *Licensed Professional's Guide to the ENERGY STAR Label for MFHR Buildings*.

## BUILDING INFORMATION

Building Address		ENERGY STAR Developer Partner		Licensed Professional	
<b>Project</b>	<b>Name:</b>	<b>Company</b>	<b>Name:</b>	<b>Company</b>	<b>Name:</b>
<b>Street:</b>		<b>Contact</b>	<b>Name:</b>	<b>Contact</b>	<b>Name:</b>
<b>City, State:</b> _____		<b>Phone:</b> _____		<b>Phone:</b> _____	
<b>ZIP:</b> _____		<b>Email:</b> _____		<b>Email:</b> _____	

## SUBMITAL VALIDATION

This building is earning the ENERGY STAR using the following (Please check the appropriate box):

**Performance Path**

**Prescriptive Path**

This validation form pertains to the following (please check the appropriate box)

**Proposed Building Submittal (The following documents must be included as part of the submittal)**

1. Proposed Building Reporting Summary (Performance Path Only)
2. Testing and Verification Worksheets

**As-Built Building Submittal (The following documents must be part of the submittal)**

1. As-Built Building Reporting Summary (Performance Path Only)
2. Testing and Verification Worksheets
3. Photo Template

**Licensed Professional Stamp**

**Signature:** \_\_\_\_\_

**Based on the conditions observed at the time of my visit to this building, I certify that the information contained within these documents is accurate and in accordance with the MFHR Licensed Professional Guide**

By signing and stamping this form the licensed professional is not guaranteeing performance of the operating building nor does it require that the licensed professional certify that the building will perform to any specified level. By validating the submission, the licensed professional is certifying that the information contained within the submitted documents is accurate and in accordance with the program's guidelines, based on the conditions observed.



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## HOW TO SUBMIT DOCUMENTS

To ensure that EPA or its designated agent has a complete file for each project participating in the program the Proposed and As-Built Building Submittals should be submitted as indicate below.

1. The following documents must be submitted in Portable Document Format (PDF)

- Proposed Building Reporting Summary
- As-Built Building Reporting Summary
- ENERGY STAR MFHR Submittal Validation Form
- Photo Template

2. The Testing and Verification Worksheets Excel file must be submitted in its entirety

All documents should be emailed as an attachment to [mfhr@energystar.gov](mailto:mfhr@energystar.gov) with the following the subject line, **[Proposed] or [As-Built] Building Submittal (Project Name, Address, City, State)**.

### Contact information for questions:

- **Email:** [mfhr@energystar.gov](mailto:mfhr@energystar.gov)
- **Website:** [www.energystar.gov/mfhr](http://www.energystar.gov/mfhr)

If the licensed professional chooses to submit hard copy documents to EPA they should be sent to the following address

### Mailing Address

ENERGY STAR Label for Multifamily High Rise Buildings  
U. S. Environmental Protection Agency (6202J)  
1200 Pennsylvania Avenue, NW  
Washington, DC 20460

### Express Mail and Courier

ENERGY STAR Label for Multifamily High Rise Buildings  
Room 927P  
1310 L Street, NW  
Washington, DC 20005