

Montgomery County Building Energy Benchmarking

QUICK GUIDE: WAIVERS



A quick guide to requesting an annual waiver from the benchmarking law.

Additional instructions are available in the full [benchmarking how-to-guide](#).

Last Updated: Jan 2025

Waivers apply to a building that:

1. Is in financial distress (*the building is the subject of a tax lien sale or public auction to property tax arrearages; is controlled by a court appointed receiver; or was recently acquired by a deed in lieu of foreclosure*); or,
2. On average, less than one full-time-equivalent employee occupied the building during the calendar year being reported; or,
3. Is newly constructed and has received its certificate of use and occupancy during the calendar year for which benchmarking is required; or,
4. Was demolished or received its demolition permit during the calendar year for which benchmarking is required.

Approved waivers apply only to the calendar year applied for and must be filed annually by May 1, as applicable.

WAIVER INSTRUCTIONS FOR BUILDING OWNERS

1. Navigate to the “My Buildings” page of the [Montgomery County Building Energy Benchmarking Reporting Portal](#). (You may need to create an account and claim your building. We recommend searching by building ID.)
2. Click the gear icon in the Actions Column, and choose Waivers:

• Request an extension, waiver, or exemption
 • Delete a property from your account if you are no longer the owner of the property or the party responsible for benchmarking.

• For questions, please reach out to Energy@MontgomeryCountyMD.gov or call 240-777-7707

My Buildings
Claim Buildings

My Buildings

Reporting Year

2023 - for data collected between 1/1/2022 and 12/31/2022

Filter buildings

Filter by MBID or Street

Reporting Year	MBID	Building Name	Street	City	Compliance Status	Due Date
2023	00051112		11617 Old Georgetown Rd	Rockville	Not Submitted	06/01/2023

Actions for 00051112

Submission ↗

Data Disclosure 📄

Extensions 📅

Exemptions ↻

Waivers ⌚

Remove ⌵

3. Select the Waiver case that applies for your building and upload documentation.
4. Click “Submit”. The DEP Team will review your waiver request and may follow up for more information.