



## WELCOME TO CSA REGISTERED CARBON NEUTRAL™ PROGRAM

Thank you for your interest in the CSA Registered Carbon Neutral™ Program. The Program is designed to recognize carbon neutral claims for Buildings and Organizations and is based on the ISO 14064 series of greenhouse gas (GHG) standards.

Your landlord has made a commitment to environmental leadership by successfully participating in the Program and has been awarded the CSA Registered Carbon Neutral™ Building Label. This achievement required the submission of a third-party verified GHG report and evidence of acquisition of an equivalent amount of credible carbon offsets.

As a Tenant occupying space in a CSA Registered Carbon Neutral™ Building, you now have the opportunity to apply to use a Tenant Program Label to promote your support of sustainability initiatives to your customers and stakeholders.

To receive a Tenant of a CSA Registered Carbon Neutral™ Building Label and be listed on the Program Registry you will need to submit an Application Form and pay the Tenant Registration and Label Use Fee. The enclosed Tenant Application Package will provide you with details of the Program and guidance on how to apply.

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|---------------------|--------------------------------------|
| SD(CSA-RCN)-002.003 | Program Requirements                 |
| TD(CSA-RCN)-007.000 | Application Form                     |
| TD(CSA-RCN)-010.001 | Designation of Authorized Agent Form |
| SD(CSA-RCN)-005.002 | 2012 Pricing Schedule                |
| TD(CSA-RCN)-009.001 | Payment Remittance Form              |
| SD(CSA-RCN)-015.000 | Terms of Use                         |
| SD(CSA-RCN)-014.000 | Trademark Usage Guidelines           |
| SD(CSA-RCN)-012.001 | Glossary                             |

CSA Group has been instrumental in the development of international environmental and sustainability standards for over twenty years and is leveraging this experience to provide a transparent and credible program.

You may also wish to consider applying for the CSA Registered Carbon Neutral™ Organization Label. Details of the Program and the Application Package can be found at [http://www.csaregistries.ca/carbonneutral/index\\_e.cfm](http://www.csaregistries.ca/carbonneutral/index_e.cfm).

If you have any questions, please contact [ghgregistries@csagroup.org](mailto:ghgregistries@csagroup.org) or call 1-800-463-6727 extension 44155.

Sincerely,

Michael Leering, P.Eng.  
Director, Environment and Business Excellence  
CSA Group