### Introductory Meeting Data Collection Form

During the Introductory Meeting, please verify and fill in any missing fields from the table below. Upon uploading the Introductory Report to EDAPT please fill out the data on the website based on the values in this form.

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| **Project Name** | **$PIF\_PROJECT\_NAME$** |
| Xcel Energy Project # | $XPF\_XCEL\_PROJECT\_NUMBER$ |
| Location | $PROJECT\_LOCATION$ |
| Building Type | $PIF\_BUILDING\_TYPE$ |
| Conditioned Floor Area | $PIF\_FLOOR\_AREA\_CONDITIONED$ |
| Unconditioned Floor Area | $PIF\_FLOOR\_AREA\_UNCON$ |
| Above-Grade Stories | $PIF\_STORIES\_ABOVE\_GRADE$ |
| Below-Grade Stories | $PIF\_STORIES\_BELOW\_GRADE$ |
| Electricity Provided by Xcel | $APP\_BOOLEAN\_ELECTRICITY$ |
| Natural Gas Provided by Xcel | $APP\_BOOLEAN\_GAS$ |
| District Heating Gas Provided by Xcel | $APP\_BOOLEAN\_DH$ |
| District Cooling Electricity Provided by Xcel | $APP\_BOOLEAN\_DC$ |
| EDA Baseline | $RULE\_BASELINE$ |
| Track (Basic, Express or Enhanced) | $PIF\_TRACK$ |
| Certification (Enhanced Only) | $APP\_CERTIFICATION\_GOAL$  |
| Early Analysis (Enhanced Only) | $PIF\_EARLY\_ANALYSIS$ |
| Estimated Savings (vs. baseline) |  |
|  Demand (kW) | $ESTIMATED\_KW$ |
|  Energy (kWh) | $ESTIMATED\_KWH$ |
|  Gas (Dth) | $ESTIMATED\_DTH$ |
| Estimated Construction Completion Date | $PIF\_COMPLETION\_DATE\_ESTIMATE$ |
| Estimated 80% Occupancy Date | $PIF\_OCCUPANCY\_DATE\_ESTIMATE$ |
| Estimated Verification Date | $PIF\_VERIFICATION\_DATE\_ESTIMATE$ |

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| **Customer incentive calculations are based on the following dollar amounts** |
|  Demand ($/kW) | $ $RULE\_ELEC\_DEMAND\_INCENTIVE$ |
|  Energy ($/kWh) | $ $RULE\_ELEC\_ENERGY\_INCENTIVE$ |
|  Gas ($/Dth) | $ $RULE\_GAS\_ENERGY\_INCENTIVE$ |

Go to <http://edapt.xcel.com/intromeeting> and fill out the fields