

UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
WASHINGTON, D.C. 20460



OFFICE OF  
AIR AND RADIATION

April 3, 2009

Dear [Primary Contact],

Consistent with the letters dated January 8, February 6 and March 4, 2009 sent to you concerning the submittal of unit shipment data (USD), the purpose of this letter is to notify you that the Environmental Protection Agency (EPA) has terminated your company's ENERGY STAR partnership for failure to fulfill your partner commitments.

As stated in the ENERGY STAR Partnership Agreement (PA) your company signed onto with EPA, USD or other market indicators must be provided to EPA on an annual basis to assist in determining the market penetration of ENERGY STAR qualified products. The Partner Commitments state that partners must submit shipment data no later than March each year.

The March 31, 2009 submission deadline for 2008 has passed and EPA has not received your company's USD submittal for [Product Category] despite repeated attempts to reach the primary contact(s) your company has indicated to EPA.

Unfortunately, since your USD has not been received and consistent with the process described in all previous communications on this topic, **this letter serves as notification that EPA has terminated your company's ENERGY STAR partnership for [Product Category]. This termination is due to your failure to honor your partner commitments and will be effective immediately.**

As part of this termination, all of your [Product Category] models submitted to EPA as ENERGY STAR qualified have been removed from the qualified products list on the ENERGY STAR Web site at [www.energystar.gov](http://www.energystar.gov). Your company name has also been removed from the partner list. Please note that **you must immediately cease using the ENERGY STAR name and mark in association with [Partner Name]'s [Product Category] products.**

Should you wish to rejoin ENERGY STAR in the future, you must first submit the required unit shipment data for calendar year 2008 and then complete the paperwork to join ENERGY STAR again. If you require additional copies of the 2008 USD forms, please send an email to [unitshipmentdata@icfi.com](mailto:unitshipmentdata@icfi.com) or download the forms from the ENERGY STAR Web site at: [www.energystar.gov/usd](http://www.energystar.gov/usd). If you do not have email access and would like to request the forms, have additional questions about the USD requirement, or believe you have received this letter in error, please call Elliott Rector, ICF International, at (202) 862-1247.

Sincerely,

A handwritten signature in cursive script that reads "Ann Bailey".

Ann Bailey  
Director ENERGY STAR Product Labeling  
US EPA