

**<Association Letterhead>**

**<Date>**

Ms. Jean Lupinacci  
Chief, ENERGY STAR® Commercial & Industrial Branch  
U.S. Environmental Protection Agency  
1200 Pennsylvania Avenue, NW (6202A)  
Washington, DC 20460

Dear Ms. Lupinacci:

With this letter, <ASSOCIATION NAME> joins the U.S. Environmental Protection Agency's ENERGY STAR® program as a partner and makes a fundamental commitment to help protect the environment by promoting superior energy performance in the commercial, industrial, and institutional markets.

<ASSOCIATION NAME> believes that an organization-wide energy management approach will help enhance the financial health of organizations and aid in preserving the environment for future generations. <ASSOCIATION NAME> recognizes the value of ENERGY STAR and will encourage our members to join the ENERGY STAR partnership. In partnership with ENERGY STAR, <ASSOCIATION NAME> will encourage our members to:

- Measure and track the energy performance of facilities, operations, and commercial new construction projects using tools such as ENERGY STAR Portfolio Manager® for buildings, ENERGY STAR Energy Performance Indicators (EPIs) for plants, and others offered through ENERGY STAR;
- Develop and implement plans consistent with the ENERGY STAR Guidelines for Energy Management to achieve energy savings;
- Promote the importance of energy efficiency, and the value of partnership with ENERGY STAR, to stakeholders, such as staff, association members, peer organizations, suppliers, and the community at large, and facilitate energy savings among these stakeholders through competitions, campaigns, and other engagement, where possible; and
- Highlight achievements by pursuing ENERGY STAR recognition and publicizing the accomplishments and recognition received by successful programs.

We understand that our commitment to encourage our members to measure, track, and improve the energy performance of organizations, and to promote energy efficiency to our stakeholders and community, is supported by the resources and tools offered through ENERGY STAR. In addition, we understand that we will be recognized on the ENERGY STAR website as a partner. As a partner, we agree to follow all applicable terms and conditions governing the use of the ENERGY STAR logos, which are registered trade and service marks, as outlined in the [ENERGY STAR Brand Book](#).

<ASSOCIATION NAME> looks forward to our partnership with ENERGY STAR.

Sincerely,

<Name of Association's Chief Executive>

<Title>

<Association Name>