

Letter of Interest Example

Date

U.S. Department of Energy
Office of Energy Efficiency and Renewable Energy
Federal Energy Management Program

To Whom It May Concern:

Agency is interested in partnering with the Federal Energy Management Program in developing a Project Title at the field site in City, State. Agency is committed to Describe Commitment. Agency is requesting Describe Request. In support of this effort we will make the following staff available for assistance:

Building Manager
Energy Program Manager
Procurement Team
Engineer

If you have questions, please call me at xxx-xxx-xxx.