

# ENERGY IMPACT ILLINOIS

## Home Performance Contractor Retrofit Information Reporting Form

Submit this form along with the Audit Report and Utility Bill Access Authorization form to address below. Additional forms and information are available at [EnergyImpactIllinois.org/contractors](http://EnergyImpactIllinois.org/contractors). **Questions about this form? Call us at 855-9-IMPACT (855-946-7228).**

**If receiving an Energy Impact Illinois loan or rebate, submit to:**

Energy Impact Illinois, c/o Delta Institute  
35 E. Wacker Dr., Ste 1200, Chicago, IL 60601  
E-mail: [ei2@delta-institute.org](mailto:ei2@delta-institute.org)  
Fax: (312) 554-0913

**If not receiving a loan or rebate submit to:**

Energy Impact Illinois, c/o CNT Energy  
2125 W North Ave., Chicago, IL 60647  
E-mail: [contractors@EnergyImpactIllinois.org](mailto:contractors@EnergyImpactIllinois.org)  
Fax: (773) 269-6968

### 1. General Project Information

Homeowner contact name: \_\_\_\_\_

Homeowner contact phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Location: \_\_\_\_\_  
Street address City Zip

Building Type: ☐ Owner occupied single family ☐ Renter occupied single family  
☐ Owner occupied mobile home ☐ Renter occupied mobile home  
☐ Entire multifamily building. Number of units (must be 4 or fewer): \_\_\_\_\_  
☐ Condo unit within multifamily building. Number of units in building: (must be 4 or fewer, unit must be separately heated): \_\_\_\_\_  
☐ Row home or townhome (shared walls are sides only)

Year of construction: \_\_\_\_\_ Building volume, including basement (cubic feet): \_\_\_\_\_ Total square footage: \_\_\_\_\_

### 2. Home Energy Assessment (Audit) Information

Company name: \_\_\_\_\_ Audit completion date: \_\_\_\_\_

Auditor certification: ☒ BPI ☐ RESNET

Preliminary building infiltration rate (CFM 50): \_\_\_\_\_

Gas/propane line examined and all leaks marked for repair: ☐

Combustion safety testing: ☐ Pass ☐ Fail

Total job hours for audit:\* \_\_\_\_\_ Total audit invoiced cost (\$): \_\_\_\_\_

**Estimated energy savings for total upgrade package, as recommended by audit**

Source or method for estimate:

☐ MyHomeEQ deemed savings ☐ MyHomeEQ modeled savings

☐ Other (please specify): \_\_\_\_\_

Estimated electricity saved per year (kWh): \_\_\_\_\_ Estimated % kWh savings per year: \_\_\_\_\_

Estimated natural gas savings per year (therms): \_\_\_\_\_ Estimated % therms savings per year: \_\_\_\_\_

*\*Job hours are the total person-hours worked (e.g., a three-person crew working seven hours equals 21 total job hours)*

*Please continue to page 2*

**3. Home Energy Upgrade (Retrofit) Information**

Company name: \_\_\_\_\_ Retrofit completion date: \_\_\_\_\_

Contractor certification : ☒ BPI ☐ RESNET ☐ AEE ☐ ASHRAE ☐ NATE ☐ WAP  
☐ Other (please specify): \_\_\_\_\_

Total job hours:\* \_\_\_\_\_ Total invoiced cost excluding audit: \$ \_\_\_\_\_ Total customer cost after rebates: \$ \_\_\_\_\_

Source and amount of rebates : ☐ Utility: \$ \_\_\_\_\_ ☐ Energy Impact Illinois: \$ \_\_\_\_\_  
☐ Other source: \$ \_\_\_\_\_ Source: \_\_\_\_\_**4. Installed Measures/New Equipment** (Check all that apply.)**Heating :**☐ Furnace: How many? \_\_\_\_\_ AFUE (%): \_\_\_\_\_ Model number: \_\_\_\_\_  
☐ Boiler: How many? \_\_\_\_\_ AFUE (%): \_\_\_\_\_ Model number: \_\_\_\_\_  
☐ Wood stove: How many? \_\_\_\_\_  
☐ Water heater: How many? \_\_\_\_\_ Energy factor: \_\_\_\_\_  
☐ Load calculation performed: ☐ Manual J heat loss calculation ☐ Other energy modeling: \_\_\_\_\_**Heating/Cooling :**☐ Heat pump: How many? \_\_\_\_\_ Condensor model number: \_\_\_\_\_ Evaporator model number: \_\_\_\_\_  
☐ Air conditioner: How many? \_\_\_\_\_ SEER: \_\_\_\_\_ EER: \_\_\_\_\_ Wet/dry bulb (°F): \_\_\_\_\_ / \_\_\_\_\_  
Condensor Model Number: \_\_\_\_\_ Evaporator Model Number: \_\_\_\_\_ AHRI Reference #: \_\_\_\_\_  
☐ Mechanical ventilation installed. Please describe : \_\_\_\_\_**Energy Conservation** *Note: Program standards require air sealing to be completed prior to each instance of insulation installation*☐ Attic insulation: Square footage: \_\_\_\_\_ R-value: Final: \_\_\_\_\_ – Existing: \_\_\_\_\_ = Nominal: \_\_\_\_\_  
☐ Duct insulation: R-value: \_\_\_\_\_  
☐ Wall insulation: Nominal R-value: \_\_\_\_\_ Square footage: \_\_\_\_\_ Which walls? \_\_\_\_\_  
☐ Floor/foundation insulation: Nominal R-value and square footage \_\_\_\_\_  
☐ Windows installed: How many? \_\_\_\_\_  
☐ Air sealing: CFM 50 after: \_\_\_\_\_ Where did you air seal? \_\_\_\_\_  
☐ Duct sealing: sum of supply and return leakage to the outside divided by fan flow: \_\_\_\_\_  
☐ Refrigerators. How many? \_\_\_\_\_  
☐ Basement/crawlspace insulation: R value \_\_\_\_\_ ☐ Unconditioned ☐ Conditioned, continuous ☐ Continuous, cavity  
☐ Other : \_\_\_\_\_  
☐ Project Complies with ASHRAE 62.2 2007Post-Installation Combustion Safety Testing: ☐ Pass ☐ Fail Test out date: \_\_\_\_\_**5. Modeled or Estimated Energy Savings for Installed Measures**Source or method for estimate: ☐ MyHomeEQ deemed savings ☐ MyHomeEQ modeled savings  
☐ Other (please specify): \_\_\_\_\_

Estimated electricity saved per year (kWh): \_\_\_\_\_ Estimated % kWh savings per year : \_\_\_\_\_

Estimated natural gas savings per year (therms) : \_\_\_\_\_ Estimated % therms savings per year: \_\_\_\_\_

Estimated annual cost savings: \$ \_\_\_\_\_