



ENERGY STAR® ADVANCED LIGHTING HOME BUILDER PARTNERSHIP INTRODUCTORY LETTER

The U.S. Environmental Protection Agency (EPA) thanks you for your interest in becoming an ENERGY STAR Advanced Lighting Home Builder partner. Partnering with EPA to promote and sell ENERGY STAR Advanced Lighting Packages is voluntary, easy and free.

Builders who join will receive the following benefits and support from EPA:

- **Recognition.** Partnering with ENERGY STAR distinguishes builders as leaders in efficient construction and environmental stewardship, providing valuable recognition and market advantage.
- **Customer Satisfaction.** By offering an ENERGY STAR Advanced Lighting Package to a homeowner, you can provide state-of-the-art technology that adds value for your customers that translates into impressive cost savings, comfort, and convenience for customers.
- **Increased Revenue.** Built-in energy-saving features can increase revenue on every home. Savings from ENERGY STAR qualified lighting will reduce the monthly cost of ownership for your buyers.
- **Access to Support.** ENERGY STAR partners have access to technical support and marketing tools at no cost. These include:
 - ENERGY STAR Marks
 - ENERGY STAR Advanced Lighting Package Savings Calculator Tools
 - Consumer Brochures and Fact Sheets
 - Listing on the ENERGY STAR Web Site
 - ENERGY STAR Account Manager

In return EPA expects the builder to commit to the following:

- Commit to have the ENERGY STAR Advanced Lighting Package pricing mark-up consistent with other upgrades and feature the ENERGY STAR Advanced Lighting Package at the point-of-sale or at design showrooms
- Train sales agent(s) and other authorized representatives on the ENERGY STAR program as well as the advantages of the ENERGY STAR Advanced Lighting Package and commit that the sales agent(s) will offer the ENERGY STAR Advanced Lighting Package to each new homebuyer.
- Provide annual input to EPA on the results of selling ENERGY STAR Advanced Lighting Package.
- Promote yourself as and “ENERGY STAR Advanced Lighting Home Builder”. Do not promote yourself as an “ENERGY STAR Homes Partner” unless you have signed the ENERGY STAR Homes Partnership Agreement and are in good standing with the ENERGY STAR Homes Program.

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Sample of the document that needs to be signed by all ENERGY STAR® Partners which outlines the ENERGY STAR® Partner Commitments and conditions on which the partnership is based.

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This form is used to indicate the program areas of interest for a new or expanded partnership. Check off “Advanced Lighting Home Builders” to become part of the ENERGY STAR® Advanced Lighting Package (ALP) program.

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This document describes the terms of the ENERGY STAR Partnership Agreement as it pertains to ENERGY STAR Advanced Lighting Home Builder partners. It also describes the ENERGY STAR Advanced Lighting Package Eligibility Criteria (Technical Requirements).

To join ENERGY STAR as an Advanced Lighting Home Builder request a customized ENERGY STAR Partnership Agreement by contacting Meghan Hoyer at mhoyer@icfconsulting.com or 703-934-3089.

**Attention:
Meghan Hoyer
ICF Consulting
P: 703-934-3089
E: mhoyer@icfconsulting.com**



Partnership Agreement between
ENERGY STAR®
and
{Organization's Name },
an ENERGY STAR® Partner

Through this agreement, {Organization's Name} ("ENERGY STAR Partner") joins in partnership with the US Environmental Protection Agency (EPA) and the Department of Energy (DOE) in one or more areas. ENERGY STAR Partner recognizes ENERGY STAR as a broad partnership designed to promote buildings, products, homes, and industrial facilities that use less energy while providing the same or better performance than conventional designs. ENERGY STAR Partner wishes to use the ENERGY STAR name and/or mark in association with qualified products or homes. ENERGY STAR Partner agrees to use the partnership and the ENERGY STAR mark to promote energy efficiency as an easy and desirable option for organizations and consumers to prevent pollution, protect the global environment, and save on energy bills. ENERGY STAR Partner agrees that it is important to build and maintain the meaning of the ENERGY STAR mark as a trustworthy symbol that makes it easy to make a change for the better.

Partner Commitments

ENERGY STAR Partner is committed to taking action in the area(s) indicated on the ENERGY STAR Commitment Form. For the designated program area(s), ENERGY STAR Partner agrees to fulfill all requirements as outlined in the following supporting documents:

- ENERGY STAR Program Requirements, defining requirements for being recognized as a partner in each program area, such as manufacturing, selling, or promoting ENERGY STAR qualified products to consumers or organizations. Specific requirements include identifying a responsible party for each area of participation and updating EPA/DOE on the efforts undertaken through the partnership. Where applicable, these include ENERGY STAR eligibility criteria defining the energy and other performance specifications that must be met for use of the ENERGY STAR mark on and/or in association with buildings, homes, and products; and
- ENERGY STAR Identity Guidelines, describing how the ENERGY STAR name and mark may be used. Partner will adhere to these guidelines and ensure that its authorized representatives, such as advertising agencies, dealers, and distributors, are also in compliance.

EPA/DOE will undertake a variety of efforts to build awareness of the ENERGY STAR name and mark, maintain the credibility of the ENERGY STAR name and mark, and promote the benefits of energy-efficient homes, buildings, products, services, and industrial facilities. EPA/DOE will strive to:

- increase awareness of the ENERGY STAR name and mark across the residential, commercial, and industrial sectors by distributing key messages on the benefits of ENERGY STAR qualified buildings, homes, and products;
- make current versions of the ENERGY STAR Identity Guidelines and ENERGY STAR Program Requirements easily accessible through the Internet and other means;
- maintain a Web site where ENERGY STAR Partner can furnish information on its program efforts and responsible key contacts as outlined in the ENERGY STAR Program Requirements; and
- provide ENERGY STAR Partner with public recognition through the Internet and other mechanisms for its efforts in the ENERGY STAR Partnership and its role in protecting the environment.

Disclaimers

Partner will not construe, claim, or imply that its participation in the ENERGY STAR program constitutes federal government approval, acceptance, or endorsement of anything other than Partner's commitment to the program. Partner understands its participation in the ENERGY STAR program does not constitute federal government endorsement of Partner or its buildings, homes, products, services, or industrial facilities. Partner understands that the activities it undertakes in connection with the ENERGY STAR program are voluntary and not intended to provide services to the federal government. As such, Partner will not submit a claim for compensation to any federal agency.

Dispute Resolution

Partner and EPA/DOE will assume good faith as a general principle for resolving conflicts under the ENERGY STAR program. Both parties will endeavor to resolve all matters informally, so as to preserve maximum public confidence in ENERGY STAR.

In the event informal channels do not produce a mutually agreeable resolution to a matter in dispute, either party to this agreement shall notify the other in writing as to the nature of the dispute, the specific corrective action sought, and their intent to terminate the Partnership Agreement, either as a whole or in part, unless specific corrective actions sought are undertaken:

- within 20 days of receiving formal notification from EPA/DOE indicating intent to terminate the Partnership Agreement, either as a whole or in part, Partner will reply, agreeing to either (1) undertake in a timely and effective manner the corrective actions sought by EPA/DOE, or (2) terminate the Partnership Agreement, either as a whole or in part.
- within 20 days of receiving formal notification from Partner indicating its intent to terminate the Partnership Agreement, either as a whole or in part, EPA/DOE will reply, either (1) agreeing to undertake in a timely and effective manner the corrective actions sought by Partner, or (2) explaining why such corrective actions cannot be undertaken.
- if Partner fails to respond within 20 days of receiving formal notification of EPA/DOE's intent to terminate the Partnership Agreement, either as a whole or in part, or if Partner responds but does not agree to undertake corrective actions sought by EPA/DOE, or if Partner agrees but does not initiate the corrective actions in a timely manner, then this agreement is terminated, either as a whole or in part.

Entry into Force and Duration of Agreement

Both parties concur that this agreement and the terms outlined in the supporting documents will become effective when signed by both parties. This agreement may be updated at any time to add new areas for which ENERGY STAR Partner wants to be recognized as a partner. Both parties concur that this agreement is wholly voluntary and may be terminated by *either party* at any time, and for any reason, with no penalty. Failure to comply with this Partnership Agreement, applicable Program Requirements, and Identity Guidelines can result in termination of this agreement and authorization to use the ENERGY STAR mark. EPA/DOE will actively pursue actions for resolving issues of noncompliance.

The undersigned hereby execute this Partnership Agreement on behalf of their party. The signatories of this agreement affirm that they have the authority to execute this agreement on behalf of ENERGY STAR Partner and EPA/DOE.

Partnership Agreement Signatory for ENERGY STAR:

Signature(s):	<input type="text"/>	<input type="text"/>	Date(s)	<input type="text"/>
Name(s):	Kathleen Hogan	<input type="text"/>	<input type="text"/>	<input type="text"/>
Title(s):	Director, Climate Protection Partnerships Division, US EPA	<input type="text"/>	<input type="text"/>	<input type="text"/>

Partnership Agreement Signatory for {Organization's Name}:

Signature:	<input type="text"/>	Date:	<input type="text"/>
Name:	<input type="text"/>		
Title:	<input type="text"/>		
Address:	<input type="text"/>		
City:	<input type="text"/>		
State:	<input type="text"/>	Zip:	<input type="text"/>
Country:	<input type="text"/>		
Phone:	<input type="text"/>		
Fax:	<input type="text"/>		
E-mail:	<input type="text"/>		
Web site:	<input type="text"/>		

SAMPLE



**ENERGY STAR® Commitment Form:
Program Area(s) Where ENERGY STAR Partner
Commits to Fulfill Program Requirements**

Partner Name: _____
Date: _____

Partner agrees to fulfill the Program Requirements of each program area checked below.

Promote ENERGY STAR as an Energy Efficiency Program Sponsor* in the:

- Consumer Product Market
- Residential New Construction Market
- Existing Commercial Buildings Market
- New Commercial Buildings Market
- Industrial Market

** Such as states, utilities, or regional program coordinators*

Help Clients Improve Their Energy Performance

Commercial and Industrial Service and Product Providers, supporting the:

- Existing Commercial Buildings Market
- New Commercial Buildings Market
- Industrial Market

Offer Consumer Financing

- Financing for Energy-Efficient Products
- Mortgages for Energy-Efficient Homes

Label and Promote ENERGY STAR Qualified Homes

Home Builders/Developers
Home Energy Raters

**Please refer to the ENERGY STAR Partnership Agreement for Home Builders and Verification Organizations.*

Promote ENERGY STAR Qualified Products

- Advanced Lighting Home Builders
- Retailers/E-tailers
- Buying Groups

Through our partnership with ENERGY STAR, we also commit to improve the energy performance of our own facilities.

Label and Promote ENERGY STAR Qualified Products

Appliances

- Clothes Washers
- Compact Refrigerators
- Dishwashers
- Refrigerators and/or Freezers
- Room Air Conditioners

Commercial Food Service Equipment

- Commercial Fryers
- Commercial Hot Food Holding Cabinets
- Commercial Solid Door Refrigerators/Freezers
- Commercial Steamers

Home Electronics

- Audio Equipment and DVD Products
- Set-top Boxes
- Telephony
- Televisions and VCRs

Heating, Ventilation, and AC Products

- Boilers
- Central ACs and Air-Source Heat Pumps
- Furnaces
- Geothermal Heat Pumps
- Light Commercial HVAC
- Programmable Thermostats
- Residential Ceiling Fans
- Residential Ventilating Fans

Home and Building Envelope Products

- Residential Insulation Products
- Roof Products
- Windows, Doors and Skylights
- Window Components

Lighting Products

- Exit Signs
- Residential Light Fixtures
- Screw-Based Compact Fluorescent Lamps (CFL)

Office Equipment

- Computers
- Copiers
- Fax Machines, Printers, and Mailing Machines
- Monitors
- Multifunction Devices (All-In-One Devices)
- Scanners

Other Products

- Residential Dehumidifiers
- Traffic Signals
- Transformers
- Water Coolers

Partner Name: _____
Date: _____

*Please provide contact information for each program area selected on page 1.
 (Make extra copies of page 2 when joining multiple program areas.)*

ENERGY STAR Program Area: _____

	Responsible Agent of Company:	Primary Contact (if different):
Contact Name:	_____	_____
Title:	_____	_____
Company:	_____	_____
Address:	_____	_____
City:	_____	_____
State:	_____	_____
Zip:	_____	_____
Country:	_____	_____
Phone:	_____	_____
Fax:	_____	_____
E-mail:	_____	_____

	Additional Contact (marketing, etc.):	Additional Contact (if appropriate):
Contact Name:	_____	_____
Title:	_____	_____
Company:	_____	_____
Address:	_____	_____
City:	_____	_____
State:	_____	_____
Zip:	_____	_____
Country:	_____	_____
Phone:	_____	_____
Fax:	_____	_____
E-mail:	_____	_____

Please return to the attention of: **partnership@energystar.gov**
ENERGY STAR
 c/o D&R International
 1300 Spring Street, Suite 500
 Silver Spring, MD 20910



ENERGY STAR® Program Requirements for Advanced Lighting Home Builders

Commitment

The following are the terms of the ENERGY STAR Partnership Agreement as it pertains to ENERGY STAR Advanced Lighting Home Builders. The ENERGY STAR PARTNER must adhere to the following program requirements:

- comply with current ENERGY STAR Identity Guidelines, describing how the ENERGY STAR marks and name may be used. PARTNER is responsible for adhering to these guidelines and for ensuring that its authorized representatives, such as advertising agencies, sales agents, and realtors, are also in compliance;
- promote the ENERGY STAR Advanced Lighting Package and the ENERGY STAR program as an easy and desirable way for new homeowners/customers to help protect the environment and save on energy bills;
- commit to have the ENERGY STAR Advanced Lighting Package pricing mark-up consistent with other upgrades (Note: this is only applicable if the package is sold as an upgrade and not the standard package). PARTNER should also commit that the sales agent(s) will offer the ENERGY STAR Advanced Lighting Package to each new homeowner;
- feature ENERGY STAR Advanced Lighting Package at the point-of-sale or at design showrooms using techniques such as technology displays, signage, energy savings, and marketing materials. PARTNER may also use the tools that EPA has developed for use at the point-of-sale with customers/new homeowners;
- train sales agent (s) and other authorized representatives on the ENERGY STAR program as well as the advantages of the ENERGY STAR Advanced Lighting Package;
- provide annual input to EPA on the results of selling the ENERGY STAR Advanced Lighting Package. For builders selling Advanced Lighting Package as an upgrade, this should be number of Advanced Lighting Package upgrade sales vs. total number of homes sold. For builders selling the Advanced Lighting Package as a standard, this should be expressed as the number of Advanced Lighting Packages that were sold to new homeowners;
- promote yourself as an “ENERGY STAR Advanced Lighting Home Builder.” PARTNER shall not promote themselves as an “ENERGY STAR Homes Partner” unless PARTNER has signed the ENERGY STAR Homes Partnership Agreement and is in good standing with the ENERGY STAR Homes Program. PARTNER also shall not promote a home as an “ENERGY STAR Qualified Home” if the home only meets the Advanced Lighting Package requirements. To learn more about the ENERGY STAR Homes program or to join as an ENERGY STAR Homes Partner, go to www.energystar.gov/homes.
- notify EPA of a change in the designated responsible party or contacts within 30 days.

Performance for Special Distinction

In order to receive additional recognition and/or support from EPA/DOE for its efforts within the Partnership, the ENERGY STAR PARTNER may consider the following voluntary measures and should keep EPA/DOE informed on the progress of these efforts:

- become an ENERGY STAR Qualified Homes Partner. The ENERGY STAR Qualified Homes program promotes homes that are built to strict energy-efficiency guidelines using tried-and-true technologies and construction practices.
- consider energy efficiency improvements in company facilities and pursue the ENERGY STAR label for buildings;
- purchase ENERGY STAR labeled products. Revise the company purchasing or procurement specifications to include ENERGY STAR. Provide procurement officials' contact information to EPA/DOE for periodic updates and coordination. Circulate general ENERGY STAR labeled product information to employees for use when purchasing products for their homes;
- provide general information about the ENERGY STAR program to employees whose jobs are relevant to the development, marketing, sales, and service of current ENERGY STAR labeled product models;
- feature the ENERGY STAR label(s) on PARTNER web site and in other promotional materials. If information concerning ENERGY STAR is provided on the PARTNER web site, EPA/DOE may provide links where appropriate to the PARTNER web site;
- recruit manufacturers to co-promote the ENERGY STAR Advanced Lighting Package in their regional areas and/or national areas, depending on PARTNER reach;
- work with showrooms, electrical distributors, and other distribution channels to ensure that inventory and products are available to new homebuyers and to builders.

ENERGY STAR Advanced Lighting Package Eligibility Criteria

1) Definition

- A. ENERGY STAR Advanced Lighting Package: An ENERGY STAR Advanced Lighting Package targets high-use, application-appropriate, areas in the home where ENERGY STAR qualified hard-wired fixtures can be selected and installed with maximum ease and flexibility in design to the builder. Areas of the home are grouped together and assigned a minimum percentage of all hardwired fixtures that must be ENERGY STAR qualified.
- B. Light Fixture (Luminaire): A complete lighting unit consisting of a lamp or lamps, and ballasting (when applicable) together with the parts designed to distribute the light, position and protect the lamps, and connect the lamps to the power supply. Note: for the purposes of this specification torchieres, desk lamps, and other portables are not defined as hard-wired fixtures and do not apply towards the counts for meeting the minimum percentage of ENERGY STAR qualified fixtures.
- C. Residential Ceiling Fan: A non-portable device designed for home use that is suspended from the ceiling for circulating air via the rotation of fan blades. Some ceiling fans also have an integral or attachable light kit.
- D. Residential Ceiling Fan Light Kit: A complete lighting unit consisting of a lamp or lamps, and ballasting (when applicable) together with the parts designed to distribute the light, position and protect the lamps, and connect the lamps to the power supply. Light kits can be:
 - Integral – the light kit is attached to the ceiling fan housing at the time of purchase. This type of light kit is integrated into the bottom cap of the fan and cannot be removed or replaced with another light kit.
 - Attachable – the light kit is not, at the time of sale, physically attached to the fan. The light kit must be attached to the ceiling fan for the lights to work. Attachable light kits might be included inside the ceiling fan box at the time of sale or sold separately for subsequent attachment to the fan.

2) Qualifying Advanced Lighting Packages: In order to qualify as ENERGY STAR, the package must meet the definition in Sections 1A through 1D, as appropriate, and the performance requirements provided in Section 3, below.

3) Performance Specification for Qualifying ENERGY STAR Advanced Lighting Packages:

- A. Minimum Percentage of Qualified Fixtures: There are three room categories (high-use, med/low-use, outdoor) and each room category has a corresponding percentage of qualifying fixtures required. Each grouping is based on typical hours of use, application appropriateness, and fixture availability. Below please find Table 1, which outlines the requirements for each room category. Following Table 1, further clarifies which fixture types should be counted within the total in each room category.

Table 1- Specifications for ENERGY STAR Advanced Lighting Package		
Room Category	Specific Rooms within Category	Minimum Percentage of Required ENERGY STAR Qualified Fixtures Per Room Category
High-Use Rooms	Kitchen, Dining Room, Living Room, Family Room, Bathroom(s), Hall(s)/Stairway(s)	50% of Total Number of Fixtures
Med/Low-Use Rooms	Bedroom, Den, Office, Basement, Laundry Room, Garage, Closet(s), and All Other Rooms	25% of Total Number of Fixtures
Outdoor	Outdoor Lighting Affixed to the Home or Free-Standing Pole(s) except for landscape and solar lighting	50% of Total Number of Fixtures including all flood lighting

- High Use Rooms: Total the number of fixtures (including bath and kitchen exhaust fans with lighting, and ceiling fans with light kits) in the kitchen, dining room, living room, family room, bathroom(s), hall(s), and stairway(s). A minimum of 50% of this total must be ENERGY STAR qualified.
- Medium/Low-Use Rooms: Total the number of fixtures (including ceiling fans with light kits) in the bedroom(s), den, office, basement, laundry room, garage, closet(s), and all other rooms. A minimum of 25% of this total must be ENERGY STAR qualified.
- Outdoor: Total outdoor fixtures, excluding landscape and solar lighting, but including all other lighting affixed to the home or free-standing pole(s). A minimum of 50% of this total must be ENERGY STAR. 100% of flood lighting must be ENERGY STAR qualified, but flood lighting counts toward the minimum of 50% total outdoor fixtures that must be ENERGY STAR.

B. Use of Ceiling Fans: To qualify as ENERGY STAR, all ceiling fans that are included in the home must be ENERGY STAR qualified. Ceiling fans without lighting should not be counted in Table 1.

Visit the ENERGY STAR Web site at www.energystar.gov to determine qualified fixtures and ceiling fans.