



District Steam/Hot Water Usage Form

2007 Commercial Buildings Energy Consumption Survey (CBECS)

1. **Timely submission of this report is mandatory under Public Law 93-275, as amended.**

2. **This completed questionnaire is due by**

3. **Data reported on this questionnaire are for the entire building identified in the label to the right.**

Label

4. **Data may be submitted directly on this questionnaire or in any other format, such as a computer-generated listing, which provides the same information and is convenient for your company.**

a. **You may submit a single report for the entire building, or if it is easier, a separate report for each of several accounts in the building. These will then be aggregated by the survey contractor.**

b. **If you are concerned about your individual account information, you may choose to mark out account numbers on any computer-generated listing that you send us; however, write the CBECS building identification number (indicated in the label above) on your listing.**

c. **Whatever format is used to report, ensure that answers are submitted for all pertinent questions.**

5. **If you have any specific questions concerning this questionnaire, please contact the CBECS Supplier Survey Specialist (toll free) at 1-888-xxx-xxxx. For general information about the survey, visit our Web site at www.eia.doe.gov/emeu/cbecs.**

6. **Please use the enclosed self-addressed, postage-paid envelope to return the completed questionnaire or mail it to:**
Commercial Buildings Energy Consumption Survey or FAX to: 1-888-xxx-xxxx
c/o [CONTRACTOR]
STREET.
CITY, ST ZIPCD-PLUS

This report is mandatory under Public Law 93-275, as amended. The timely submission of Form EIA-871D by those required to report is mandatory under Section 13(b) of the Federal Energy Administration Act of 1974 (Public Law 93-275), as amended. Failure to respond may result in criminal fines, civil penalties, and other sanctions as provided by law. Per the Paperwork Reduction Act of 1995, you are not required to respond to any Federally-sponsored collection of information unless it displays a valid OMB Approval Number. The valid OMB Approval Number for this information collection (1905-0145) is displayed at the lower left hand corner of this page. Title 18 U.S.C. 1001 makes it a criminal offense for any person knowingly and willingly to make to any Agency or Department of the United States any false, fictitious, or fraudulent statements as to any matter within its jurisdiction.

Confidentiality: Under the Confidential Information Protection and Statistical Efficiency Act of 2002 (P.L. 107-347) any information collected that will permit identification of respondents or their buildings will be confidential and used only for statistical purposes. Data that can be identified with individual respondents will not be publicly disclosed or released.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including the time of reviewing instructions, searching existing data records, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Energy Information Administration, Statistics and Methods Group, EI-70, Washington, DC 20585-0670, and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503.

Form EIA-871D

OMB Approval Number: 1905-0145

Expires:xx\xx\xx

District Steam/Hot Water Usage

1.	<p>Was district steam or hot water delivered to the building during the period from December 1, 2006 through January 31, 2008?</p> <p>"The building" referred to in this question and following questions, is the building identified in the label on the front page of this questionnaire. .</p>	<p><input type="checkbox"/> Yes → Go to Question 2</p> <p><input type="checkbox"/> No → Go to Question 11, Page 4.</p>
2.	<p>Questions 3 through 5 ask for the total deliveries and costs for district steam or hot water delivered to the building identified in the label on the front page of this questionnaire, as well as the reporting period for the information.</p> <p>If it is easier for you to list deliveries by month, you may use Worksheet #1 on Page 5 to report monthly, otherwise, go to Question 3 to enter total figures.</p>	
3.	<p>Enter the total quantity (and indicate units) of district steam or hot water delivered by your company to the building during the period from December 1, 2006 through January 31, 2008.</p> <p>If consumption is metered both at the central plant and at the building, report the amounts metered at the building.</p> <p>If you are unable to separate the delivered amounts for this building, report for the entire system.</p>	<div style="border: 1px solid black; height: 25px; width: 100%; margin-bottom: 5px;"></div> <p style="text-align: center;">Quantity Delivered</p> <p><input type="checkbox"/> Million Btu</p> <p><input type="checkbox"/> Thousand pounds</p> <p><input type="checkbox"/> Pounds</p> <p><input type="checkbox"/> Other, specify</p> <p style="text-align: center;">_____</p>
4.	<p>Enter the total cost for the district steam or hot water reported in Question 3.</p> <p>Include State and local taxes. Exclude all merchandise or repair charges.</p>	<div style="border: 1px solid black; padding: 2px;">\$ _____</div> <p style="text-align: center;">U.S. Dollars</p> <p style="text-align: center;">Round all amounts to the nearest dollar.</p>
5.	<p>Please enter the starting and ending dates of the reporting period for the district steam or hot water deliveries reported in Question 3.</p>	<p>Starting Date:</p> <div style="border: 1px solid black; height: 25px; width: 100%; margin-bottom: 5px;"></div> <p style="text-align: center;">Mo/Day/Year</p> <p>Ending Date:</p> <div style="border: 1px solid black; height: 25px; width: 100%; margin-bottom: 5px;"></div> <p style="text-align: center;">Mo/Day/Year</p>

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6.	<p>Is the building billed for the district steam or hot water piped into it?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know
7.	<p>Is the building a heating plant, that is, does it contain equipment used to heat other buildings?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know
8.	<p>Does the answer to Question 3 or the Worksheet include consumption in any building(s) other than the building identified in the label?</p> <p>Check the "Yes" box if the quantities reported in Question 3 or on the Worksheet include substantial consumption in buildings other than the selected building and you are unable to report separately for the selected building.</p> <p>Check the "No" box if the quantities reported in Question 3 or on the Worksheet include consumption in the selected building only. Also check the "No" box if the figures include minor out-buildings, such as a shed.</p>	<input type="checkbox"/> Yes → Go to Question 9 <input type="checkbox"/> No → Go to Question 11, next page <input type="checkbox"/> Don't Know → Go to Question 11, next page
9.	<p>In your estimation, of the total amount reported in Question 3 or on the Worksheet, what percentage was consumed at the building identified in the label?</p>	<div style="border: 1px solid black; width: 100%; height: 25px; text-align: right; padding-right: 5px;"> % </div> <p style="text-align: center;">Go to Question 11, next page</p> <input type="checkbox"/> Don't Know → Go to Question 10
10.	<p>a. What is the square footage of the building identified in the label?</p> <p>b. What is the square footage of all the buildings on this district loop, including the building identified in the label?</p>	<p>10a.</p> <div style="border: 1px solid black; width: 100%; height: 25px; margin-bottom: 5px;"></div> <p>Building Sq. ft.</p> <p>10b.</p> <div style="border: 1px solid black; width: 100%; height: 25px; margin-bottom: 5px;"></div> <p>Loop Sq. Ft.</p>

Building District Steam/Hot Water Usage, cont.

11.	Contact Information (please print)	
	Name of person who completed this questionnaire:	<input style="width: 95%;" type="text"/>
	Date:	<input style="width: 95%;" type="text"/>
	Title:	<input style="width: 95%;" type="text"/>
	Telephone Number:	<input style="width: 20%;" type="text"/> - <input style="width: 60%;" type="text"/>
	Fax Number:	<input style="width: 20%;" type="text"/> - <input style="width: 60%;" type="text"/>
	E-mail address:	<input style="width: 95%;" type="text"/>
	Any additional information or comments you have concerning the data reported on this questionnaire:	
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Thank you for completing this questionnaire!

Please return your completed questionnaire to:

Commercial Buildings Energy Consumption Survey
c/o [CONTRACTOR]
STREET
CITY, ST ZIPCD-PLUS

Worksheet (Optional)

Note: Use this worksheet only if you have *not* provided total deliveries in Questions 3 through 5.

In the table below, please report all district steam or hot water delivered to the building identified in the label on the front page of this questionnaire during the period from December 1, 2006 through January 31, 2008.

If consumption is metered both at the central plant and at the building, report the amounts metered at the building.

If you are unable to separate the delivered amounts for this building, report for the entire system, and answer questions 9 or 10 to help us make estimates for the building identified in the label.

Time Period	Beginning Date (month/day/year)	Ending Date (month/day/year)	Quantity Delivered*	Total Dollar Amount**
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
			*Units used to report quantities: (check one) <input type="checkbox"/> Million Btu <input type="checkbox"/> Thousand pounds <input type="checkbox"/> Pounds <input type="checkbox"/> Other, specify _____	**Total Dollar Amount should: <u>include</u> State and local taxes, <u>and</u> <u>exclude</u> all merchandise or repair charges. Round amounts to the nearest dollar.

Go to Question 6 on Page 3 and complete Questions 6 through 11.

Go to Question 6 on Page 3 and complete Questions 6 through 11.

Thank you for completing this questionnaire!

Please return your completed questionnaire to:

**Commercial Buildings Energy Consumption Survey
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