The following are *some* of the topics that will be discussed in the upcoming interview. Having this worksheet completed and available will facilitate and shorten the interview.

Thinking of calendar year 2007, please provide the following for the establishment listed above.

Box 1. Gross/Total Square Footage of Establishment (Both finished and unfinished, including basements, hallways, lobbies, stairways, and elevator shafts.)	Box 2. Number of Employees (The number of employees that work in the establishment during its main shift, the shift when most employees are in the establishment. Include volunteers; do not include employees who always work outside of the establishment.)	Box 3. Heating Energy Sources Which energy sources, if any, were used for heating during 2007? Check all that apply:  Electricity Natural Gas Fuel Oil/Diesel/Kerosene Bottled Gas/LPG/Propane District Steam District Hot Water Other (specify)  Which of these was the main energy source for heating? (Please circle the energy source used to heat most of the square footage in the establishment most of the time.)
Box 4. Heating Equipment         Check all that apply:         Furnaces that heat air directly         Packaged central units (roof mounted)         Boilers inside the establishment to produce steam or hot water         District steam or hot water piped into the establishment from outside the mall building         Heat pumps for heating         Individual space heaters         Some other type	Box 5. Type of Heat Pump Used for Heating (if applicable)         Check all that apply:         Heat Pump System:         Packaged unit         Residential type split system         Individual room heat pump         Source Type:         Air source         Ground source or ground water         Water loop	Box 6. Air Conditioning Energy Sources         Which energy sources, if any, were used for air conditioning during 2007?         Check all that apply:         Electricity         Natural Gas         District Chilled Water         Other (specify)         Go to Box 7 on the back of this worksheet →

Box 7. Cooling Equipment         Check all that apply:         Residential-type central air conditioners, other than heat pumps         Packaged air conditioning units, other than heat pumps         Central chillers inside the establishment that chill water for air conditioning         District chilled water piped into the establishment from outside the mall building         Heat pumps for cooling         Individual room air conditioners other than heat pumps         "Swamp coolers" or evaporative coolers         Some other type	Box 8. Type of Heat Pump Used for Cooling (if applicable)         Check all that apply:         Heat Pump System:         Packaged unit         Residential type split system         Individual room heat pump         Source Type:         Air source         Ground source or ground water         Water loop	Box 9. Ventilation and Distribution Equipment for Heating and Cooling         Indicate all that apply: B—heating and cooling         H—heating only         C—cooling only         No mechanical ventilation (outside air) equipment         Central air-handling unit(s) with outside air system and constant air volume (CAV) control         Central air-handling unit(s) with outside air system and variable air volume (VAV) control         Packaged unit(s) with outside air damper         Through-the-wall packaged units         Dedicated 100% outside air system
Box 10. Water Heating Energy Sources         Which energy sources, if any, were used for water heating during 2007?         Check all that apply:         Electricity         Natural Gas         Fuel Oil/Diesel/Kerosene         Bottled Gas/LPG/Propane         Other (specify).	Box 11. Cooking Energy Sources         Which energy sources, if any, were used         for cooking during 2007?         Check all that apply:         Electricity         Natural Gas         Fuel Oil/Diesel/Kerosene         Bottled Gas/LPG/Propane         Other (specify)	<ul> <li>Hot water/steam radiators</li> <li>Fan-coil units</li> <li>Stand-alone exhaust fan (relief blower)</li> <li>Ceiling fan(s)</li> </ul>
Box 12. Sources for On-Site Electricity Generation         Which energy sources, if any, were used for on-site electricity generation during 2007?         Check all that apply:         Natural Gas         Fuel Oil/ Diesel/ Kerosene         Bottled Gas/ LPG/Propane         Wood         Coal         Solar         Other (specify)	Box 13. Office Equipment         Check all that apply and indicate number used in the building during 2007:         Number:         Computers         Laptop computers         Dedicated servers         Printers         Photocopiers         Cash registers	Box 14. Lighting Equipment         Was any of the square footage in this         building lit by the following during 2007?         Check all that apply:         Fluorescent lighting other than         compact fluorescent light bulbs         Compact fluorescent bulbs         Incandescent bulbs, other than         halogen bulbs         Halogen bulbs         High intensity discharge (HID)         lights, such as high pressure sodium,         metal halide, or mercury vapor         LED (light emitting diode) lights         Other (specify)