



**Instructions:** For each energy source used, which you are responsible for billing, include state and local taxes, but exclude merchandise, repair charges, and service charges (hookup or disconnect fees, late payment fees).

<b>Box 3. Fuel Oil/ Diesel/ Kerosene</b>	<b>Box 4. District Steam</b>	<b>Box 5. District Hot Water</b>
Account Number	Account Number	Account Number
<p><b>Square footage covered under this fuel oil/diesel/kerosene account:</b></p> <input type="checkbox"/> This entire establishment only <input type="checkbox"/> This establishment plus other establishment(s) <input type="checkbox"/> Only part of this establishment	<p><b>Square footage covered under this district steam account:</b></p> <input type="checkbox"/> This entire establishment only <input type="checkbox"/> This establishment plus other establishment(s) <input type="checkbox"/> Only part of this establishment	<p><b>Square footage covered under this district hot water account:</b></p> <input type="checkbox"/> This entire establishment only <input type="checkbox"/> This establishment plus other establishment(s) <input type="checkbox"/> Only part of this establishment
<p><b>Specify amount of additional or excluded square footage:</b></p> <div style="border: 1px solid black; width: 100px; height: 20px; margin: 5px 0;"></div>	<p><b>Specify amount of additional or excluded square footage:</b></p> <div style="border: 1px solid black; width: 100px; height: 20px; margin: 5px 0;"></div>	<p><b>Specify amount of additional or excluded square footage:</b></p> <div style="border: 1px solid black; width: 100px; height: 20px; margin: 5px 0;"></div>
<p><b>Total fuel oil/diesel/kerosene purchased</b> (across all accounts for 2012):</p> <div style="border: 1px solid black; width: 100px; height: 20px; margin: 5px 0;"></div> <p style="text-align: center;">Gallons</p> <p>If measured or metered, what is the amount of fuel oil/diesel/kerosene actually consumed in calendar year 2012?</p> <div style="border: 1px solid black; width: 100px; height: 20px; margin: 5px 0;"></div> <p style="text-align: center;">Gallons</p>	<p><b>Total district steam used</b> (across all accounts for 2012):</p> <div style="border: 1px solid black; width: 100px; height: 20px; margin: 5px 0;"></div> <p style="text-align: center;"><b>Check the units used:</b></p> <input type="checkbox"/> Thousand pounds <input type="checkbox"/> Pounds <input type="checkbox"/> Million Btu	<p><b>Total district hot water used</b> (across all accounts for 2012):</p> <div style="border: 1px solid black; width: 100px; height: 20px; margin: 5px 0;"></div> <p style="text-align: center;">Million Btu</p>
<p><b>Total amount billed/dollars spent</b> (across all accounts for 2012):</p> <div style="border: 1px solid black; width: 100px; height: 20px; margin: 5px 0; display: flex; align-items: center;"> <span style="margin-right: 5px;">\$</span> </div>	<p><b>Total amount billed/dollars spent</b> (across all accounts for 2012):</p> <div style="border: 1px solid black; width: 100px; height: 20px; margin: 5px 0; display: flex; align-items: center;"> <span style="margin-right: 5px;">\$</span> </div>	<p><b>Total amount billed/dollars spent</b> (across all accounts for 2012):</p> <div style="border: 1px solid black; width: 100px; height: 20px; margin: 5px 0; display: flex; align-items: center;"> <span style="margin-right: 5px;">\$</span> </div>
<p><b>Beginning and ending dates</b> (If the establishment had multiple accounts with different beginning and ending dates, provide the dates for the largest account.):</p> <div style="display: flex; justify-content: space-between; align-items: center; margin-top: 10px;"> <div style="border: 1px solid black; padding: 2px 5px;">                 / /             </div> <span style="margin: 0 10px;">to</span> <div style="border: 1px solid black; padding: 2px 5px;">                 / /             </div> </div> <p style="font-size: small; margin-top: 5px;">month/day/year                      month/day/year</p>	<p><b>Beginning and ending dates</b> (If the establishment had multiple accounts with different beginning and ending dates, provide the dates for the largest account.):</p> <div style="display: flex; justify-content: space-between; align-items: center; margin-top: 10px;"> <div style="border: 1px solid black; padding: 2px 5px;">                 / /             </div> <span style="margin: 0 10px;">to</span> <div style="border: 1px solid black; padding: 2px 5px;">                 / /             </div> </div> <p style="font-size: small; margin-top: 5px;">month/day/year                      month/day/year</p>	<p><b>Beginning and ending dates</b> (If the establishment had multiple accounts with different beginning and ending dates, provide the dates for the largest account.):</p> <div style="display: flex; justify-content: space-between; align-items: center; margin-top: 10px;"> <div style="border: 1px solid black; padding: 2px 5px;">                 / /             </div> <span style="margin: 0 10px;">to</span> <div style="border: 1px solid black; padding: 2px 5px;">                 / /             </div> </div> <p style="font-size: small; margin-top: 5px;">month/day/year                      month/day/year</p>
<p><b>Go to Box 4</b></p>	<p><b>Go to Box 5</b></p>	<p><b>Go to Box 6</b></p>

**Instructions:** For totals, include all accounts for each energy source for which you are responsible, for year 2012. For amount billed, include state and local taxes, but exclude merchandise, repair charges, and service charges (hookup or disconnect fees, late payment fees).

### Water Use in Commercial Establishments

Why are there water questions in an energy survey? Water use and energy are connected in many ways. Energy is used to extract, purify, and pump water for domestic and other uses. In addition, energy is used to treat and dispose of wastewater.

With the following questions we want to determine how much water was used in this establishment for everyday use, such as for restrooms, kitchens, laundries, showers, building heating and cooling, and landscape irrigation.

Domestic water is generally supplied to commercial establishments by a municipal water system that collects, purifies, transports, and distributes water via a pipeline system. In some cases, the building may have a private or on-site source, such as a water well that may be either the sole source of water or a supplement to the municipal supply.

If water is supplied from multiple sources, provide the total from all sources, including municipally supplied potable, municipally supplied reclaimed and other sources of freshwater, including wells.

### Box 6. Total Water

**Total water used** (across all accounts, municipal and other, for calendar year 2012):

**Check the units used:**

- |  |  |
|--|--|
| <input type="checkbox"/> Gallons         | <input type="checkbox"/> Cubic feet (cf)               |
| <input type="checkbox"/> Thousand        | <input type="checkbox"/> Hundred cubic feet (Ccf, HCF) |
| <input type="checkbox"/> Million gallons | <input type="checkbox"/> Thousand cubic feet (Mcf)     |
|  | <input type="checkbox"/> Other                         |

**Method of measurement of water use:**

- |                                    |   |
|------------------------------------|---|
| <input type="checkbox"/> Metered   | <input type="checkbox"/> Both metered and estimated |
| <input type="checkbox"/> Estimated | <input type="checkbox"/> Other                      |

**Beginning and ending dates** (If the establishment had multiple accounts with different beginning and ending dates, provide the dates for the largest account.):

to

month/day/year

month/day/year

**Thank you!**

**The interviewer will collect this worksheet.**