



Department of Energy
Washington, DC 20585

[Date]

Dear Resident:

Recently an interviewer from RTI International contacted you regarding the 2015 Residential Energy Consumption Survey (RECS).

To make sure the study accurately reflects the energy consumption of all types of U.S. homes, it is very important that we interview every household selected in our statistical sample. **Every household in our statistical sample receives \$10 as a token of our appreciation.** Your cooperation will make our research about energy consumption more accurate and improve energy policy decisions that affect all Americans.

We are nearing the end of the 2015 RECS, and your household is critical to the success of our study. I am writing to ask that you please reconsider your decision and agree to participate. Please contact us toll-free at xxx-xxx-xxxx to address any concerns or questions you may have. We could also have a member of our staff meet with you to discuss the study.

The information you provide is confidential and will be used for statistical purposes only. By law, your name can never be associated with your responses in any results published from the study. Please review our website at www.eia.gov/consumption/residential or the enclosed brochure for more information about this study.

Again, please contact RTI toll-free at xxx-xxx-xxxx or send an e-mail to RECS@rti.org so we can answer any questions or concerns you might have. You may also contact me directly at 202-586-5543 or by e-mail at james.berry@eia.doe.gov.

Thank you for your consideration.

Sincerely,

Chip Berry, Survey Manager
Residential Energy Consumption Survey
U.S. Department of Energy

Enclosures

PRIVACY ACT NOTICE

The Residential Energy Consumption Survey is being conducted by RTI International for the U.S. Department of Energy (DOE). It is authorized under the Federal Energy Administration Act of 1974 (Public Law 93-275), as amended and the Energy Policy Act of 1992.

The purpose of this survey is to collect residential energy consumption statistical information to be used by the DOE and other Federal agencies to administer programs, monitor energy usage, and plan for our nations' energy future.

As part of this survey, we are requesting permission from you to obtain your energy consumption and expenditures data from your fuel suppliers. RTI, or some other designee of DOE, will need to maintain your name and address in order to collect information from your fuel suppliers.

Your participation in this survey is voluntary.

The information you provide will be kept strictly confidential and will be used for statistical purposes only. All the information the DOE's statistical agency, the U.S. Energy Information Administration (EIA), collects for this survey about your household is confidential. In accordance with the Confidential Information Protection provisions of Title 5, Subtitle A, Public Law 107-347, and the Privacy Act of 1974, your responses will NOT be disclosed in identifiable form without your consent to anyone other than employees or agents of DOE. By law, every DOE/EIA employee, every DOE/EIA contractor employee, and any agent is subject to a jail term, fine or both if he or she makes public any information that could identify your household.

PUBLIC REPORTING BURDEN

You are not required to respond to this collection of information unless it displays a currently valid OMB control number. The OMB control number for this data collection is 1905-0092. The reporting burden on the public for this collection of information is estimated to average 50 minutes for the personal interview. Send comments regarding the public reporting burden or any other aspect of this collection of information, including suggestions for reducing this burden, to:

U.S. Energy Information Administration
Office of Survey Development and Statistical Integration, EI-21
1000 Independence Avenue, SW
Washington, DC 20585

and

Office of Information and Regulatory Affairs
Office of Management and Budget
Washington, DC 20503