

## **CBECS 2018 Contact Pretest Introduction Script**

Hello, my name is \_\_\_\_\_. I'm from Westat, a research company in Maryland. We are conducting a study on behalf of the U.S. Energy Information Administration about energy use in commercial buildings. Your building has been selected for this study because it represents the types of buildings we interview in this national survey. Could I please speak with the building manager or a person knowledgeable about the types of energy used in this building?

IF NEEDED: Westat is working with EIA on the Commercial Buildings Energy Consumption Survey (CBECS). The study has been conducted periodically for over 3 decades. Some of the ways that results from the survey are used include developing building codes, forecasting energy consumption, and as input for the Energy Star models.

USE ADVANCE LETTER/BROCHURE AS NEEDED.

IF NEEDED: In the real study, we'll be looking for someone who is knowledgeable about:

- General characteristics of this building, such as its size and use
- Types of energy this building uses and how each type is used
- Equipment and devices in the building that use energy
- How much energy is used and how much it costs

**EIA is developing new study procedures and would like to try them out to see if we need to make any changes. To do this, we will ask you to complete a short survey online, which will take no more than 10 minutes. You will be helping to improve the materials and procedures that will be used with thousands of people across the country!**