



Campus Box 7409  
North Carolina State University  
Raleigh, NC 27695-7409  
Phone: 919.515.3716  
Fax: 919.513.4523  
www.ncsc.ncsu.edu

Dear Homeowner,

Thank you for owning a home participating in the NC HealthyBuilt Homes (HBH) Program. As you may be aware, a portion of HBH focuses on energy conservation. In order to fulfill one of the checklist items that your home receives to achieve certification, you agree to collect data on the utility use in your home and thereby participate in ongoing applied research at NC State University that seeks to increase energy efficiency and decrease energy costs for consumers; **you will collect this data by sharing a copy of your utility bills with the NC Solar Center for a period of twelve (12) months** -- at minimum, please provide your electric\* utility bill, and gas utility bill (if applicable). Please complete the following agreement:

I, \_\_\_\_\_  
(First and Last Name)

of \_\_\_\_\_,  
(Home Address, City, State, Zip)

hereby agree to provide the NC HealthyBuilt Homes Program, administered by the North Carolina Solar Center at NC State University, twelve (12) months of electric billing history, and twelve (12) months of gas billing history (if applicable) in order to assist the NC HealthyBuilt Homes Program's research into the energy use of homes in the program. I will email the copies to [hbhcoordinator@ncsu.edu](mailto:hbhcoordinator@ncsu.edu) with the subject: "[home address] Utility Bill Copy", or mail paper copies via US Mail to the address below. A cover sheet is attached to this letter for use in transmittal of this information. It is preferred that the bills be received monthly, but I may collect several prior to transmission.

I understand that no personal information will be used in the research, although the energy use of the building address will be linked in the database with specific construction methods used in the construction of my home.

\_\_\_\_\_  
Homeowner Signature

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Move-In Date

Please return the completed form and future electric bill copies to:

**NC HealthyBuilt Homes Program Director  
North Carolina Solar Center  
Campus Box 7409, NCSU  
Raleigh, NC 27695-7409**

\*(please note: water bills may be included if you are interested in helping research related to reducing water use in housing as well).

Thank you,

**Dona Stankus, AIA**  
NC HBH Program Director  
High Performance Building Programs Manager  
NC Solar Center-NCSU



*The N.C. Solar Center is sponsored by the State Energy Office, N.C. Department of Commerce, and the U.S. Department of Energy, with State Energy Program funds, in cooperation with North Carolina State University.*





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## C O V E R   S H E E T

NC HealthyBuilt Homes Program Director  
North Carolina Solar Center  
Campus Box 7409, NCSU  
Raleigh, NC 27695-7409

Dear HBH Program Director,

Enclosed are copies of the \*electric bills and gas bills (if applicable) for the NC HealthyBuilt Home located at:

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(Home Address, City, State, Zip)

\*(Please note: water bills may be included as well if you are interested in helping research related to reducing water use in housing).

Sincerely,

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Homeowner Signature

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Signature Date



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