DO IT YOURSELF ENERGY AUDIT

General
Business name: Type of business:
Address: City: State: Zip Code:
Contact name: Phone: Email:

Daily hours of operation: Days of operation per week:
Square footage of facility: How do you heat your facility?
Do you own your building? Yes No Do you lease your building? Yes No
Is your building more than five years old? Yes No
How many years since your last remodel?

How did you hear about TemperaturePro?

Step 1: Lighting
Number of incandescent lights: Number of fluorescent lights:

Do you use T12 fluorescent lighting? T12’s are the least efficient lighting in any business setting. Standard T12 lighting has two pins on the end and the light itself is 1 ½ inch diameter. If you are unable to remove a light to check, look to see if you have extras in storage and check those.

Do you have occupancy sensors or lighting controls on the interior? Yes No
How many exit signs do you have?
Are they LED or incandescent? LED Incandescent
Do you have a lighting contractor? Yes No

Lighting Tips
• Retrofit T12 lights to T8 lights with electronic ballasts
• Turn off some of your lights if you can
• Remove lamps - consider disconnecting power to unused ballasts
• Replace incandescent light lamps with compact fluorescent lamps
• Install dimmer switches, where applicable
• Control exterior lighting with a photocell/time clock
• Reduce ambient light and increase task lighting
• Take advantage of natural light, when available
• Remove unnecessary fixtures
• Replace standard wall switches with occupancy sensors
• Retrofit incandescent or fluorescent exit signs with long-lasting, low-energy LED exit signs
**Step 2: Insulation**

Do you have insulation in your attic?  □ Yes  □ No
What is the R-Value?  □ [ ]  What is the thickness?

Do you have insulation in your wall?  □ Yes  □ No
What is the R-Value?  □ [ ]  What is the thickness?

Do you have insulation in your ceiling?  □ Yes  □ No
What is the R-Value?  □ [ ]  What is the thickness?

Consider adding insulation to the attic. R30 is the minimum

**Step 3: HVAC**

Do you have a programmable thermostat?  □ Yes  □ No

What type of heating system do you have?
□ Radiant Heat System  □ Condensing Boiler
□ Forced Air Heating  □ Unit Heater
□ Package Terminal Air Conditioning Unit  □ Other: □ [ ]
□ Heat Pump  □ [ ] None

Does your heating system have an efficiency rating marked on the unit?  □ Yes  □ No
What is the rating?  □ [ ] %
Can you shut/close registers?  □ Yes  □ No

Do you have Air Conditioning?  □ Yes  □ No

Do you have a regular maintenance schedule for heating/cooling equipment?  □ Yes  □ No

Who is your HVAC service contractor?  □ [ ]
When was the last date of service?

**HVAC Tips**

- Set thermostats at 78 degrees for cooling in summer and 65-68 degrees for heating in winter
- Install locking covers on your thermostats to prevent employees from changing the temperature
- Replace older systems with energy-efficient systems
- Install ceiling and wall insulation and insulate water heaters and supply pipes
- Service your equipment on the schedule your HVAC service contractor recommends—Ask about TemperaturePro’s programs.
- Shut registers in unoccupied areas, such as storage areas, restrooms and conference rooms

**Step 4: Water Heating**

How do you heat your water for your business?
□ Gas Water Heater  □ Electric Water Heater  □ Tankless  □ None
Step 5: Foodservice equipment

Refrigeration:
- Do your refrigerator doors seal correctly? □ Yes □ No
- Do you maintain the proper temperatures? □ Yes □ No
- Do you load your equipment to allow for good airflow? □ Yes □ No
- Do you have strip curtains on walk-ins? □ Yes □ No
- Who is your refrigeration service contractor? When was the last date of service?

Cooking:
- Do you turn equipment off when not in use? □ Yes □ No
- Do you have a maintenance program for cooking equipment? □ Yes □ No
- Is your equipment rated for energy efficiency, such as ENERGY STAR®? □ Yes □ No

Foodservice Equipment Tips
- Implement start-up and shut-down schedules
- Keep equipment clean—carbon and grease build-up make your cooking equipment work harder and use more energy
- Run full loads when you use your dishwasher
- Turn off tank heaters and hot water recirculation pumps when the facility is closed
- Look for ways to reduce hot water use in the kitchen and during facility cleaning
- Fix water leaks – one leaky faucet can waste up to 2,000 gallons of water per year
- Use a lid on stockpots to hold in heat, boost efficiency and shorten cook times
- Replace older equipment with ENERGY STAR rated equipment

Step 6: Office Equipment

Do you have ENERGY STAR rated equipment? □ Yes □ No

Are your computers, monitors and other office equipment plugged into a power supply strip that can be switched off during non-business hours? □ Yes □ No

Office Equipment Tips
- Turn off all office equipment and lights every night and weekend — if you can’t turn off the computer, turn off the monitor and the printer
- Purchase ENERGY STAR computers, monitors, printers, fax machines and copiers — these models "power down” after a user-specified period of inactivity
- Use laptop computers and inkjet printers — they consume 90 percent less energy than standard desktop computers
- Use e-mail instead of printed memos and faxed documents
**Step 7: Make Improvements**

After reviewing this form what energy saving projects are you looking to implement today?

- [ ] Lighting
- [ ] Insulation
- [ ] HVAC
- [ ] Water Heating
- [ ] Foodservice

To learn how to identify the best ways to save energy with your HVAC, email this form to [TemperaturePro representative](#) or share this energy audit form with your contractor.

We can help you change the way you use energy in your business.