

Address

Date

Dear Resident,

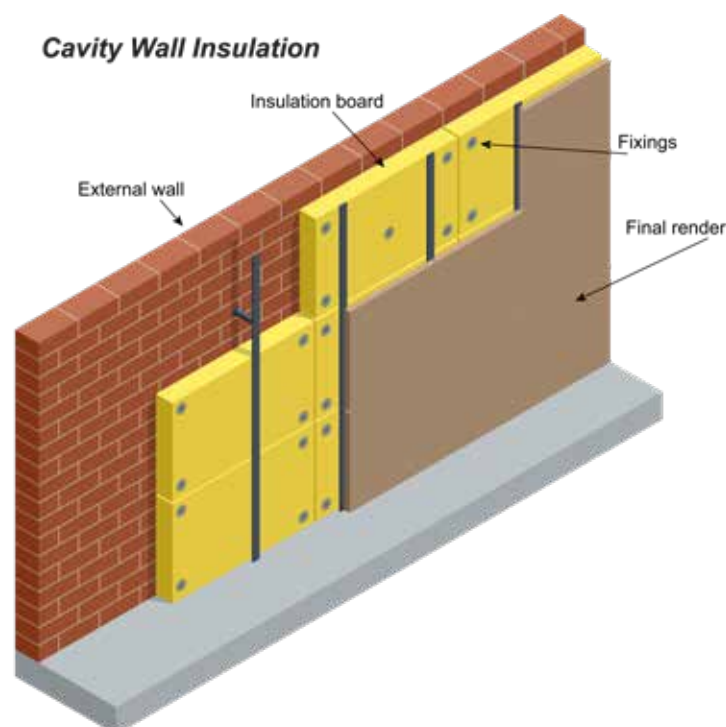
(Enter organisation name) is working on an exciting proposal to improve your home's energy efficiency. This scheme is called the (enter scheme name) and is funded by the Government's Department for Energy Security and Net Zero. As the scheme is funded it will come at no cost to you, the resident.

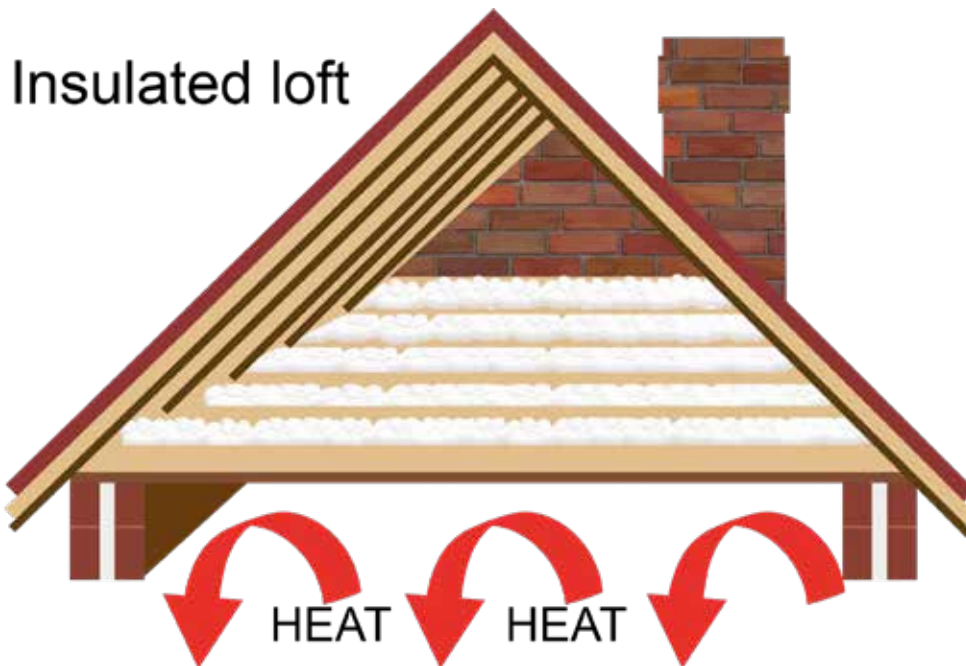
## What's in it for you?

(Enter organisation name) has secured funding to help households improve their energy efficiency. This will help reduce your CO<sub>2</sub> emissions and save you money on energy bills. There are many different ways to improve a home's energy efficiency, and every property that qualifies to participate will be assessed so the most suitable improvements are made. Examples of improvements are cavity wall insulation, external wall insulation, loft insulation, double glazing, solar panels, heat pumps, and internal wall insulation.

The following page shows an overview of the steps involved in taking part in the scheme if your home is found to be suitable for participation.

## Examples of energy saving installations





## How to take part

If you are interested in taking part, please complete the questionnaire (Identifying Household Questionnaire) included with this letter.

This will give us more information about your home and the people who live in it. It will also help us find out whether your home is eligible for the scheme.

You can return the completed questionnaire to us by post at **(enter organisation address)**. Alternatively, you can visit **(enter web address)** or email us at **(enter email address)**.

If you would like any help to complete this questionnaire, please call us on **(enter phone number)** and we can fill it out for you while we discuss each question with you on the phone. The questionnaire information will be treated in the strictest confidence and no personal information will be shared with anybody outside the scheme or used for any other purpose than to help us deliver the improvements to your home. We will contact you by **(enter communications channel)** before **(enter the date)** about whether your home is found suitable to participate in the scheme.

Yours faithfully,

**Name**

**Job Title & Organisation**