

Energy Efficiency Certification Information Request

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Organization]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

To Whom It May Concern,

I hope this message finds you well. I am writing on behalf of [Your Organization] to request information regarding the energy efficiency certification status of your esteemed institution, [Educational Institute Name]. As part of our commitment to promoting sustainable practices, we are gathering data on energy efficiency initiatives across educational institutes.

We would appreciate it if you could provide us with the following information:

- Current energy efficiency certifications held by your institution.
- Details regarding any energy-saving measures implemented.
- Data on energy consumption and efforts towards reduction.
- Any future plans for improving energy efficiency.

We believe that sharing this information will contribute significantly to our collective efforts in enhancing energy efficiency within the educational sector. Please let us know if you require any further details from our end.

Thank you for your attention to this matter. We look forward to your prompt response.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]