

Energy Audit Service Proposal

Date: [Insert Date]

To: [Client's Name]

Company: [Client's Company Name]

Address: [Client's Address]

Dear [Client's Name],

We are pleased to present our proposal for conducting an energy audit for your commercial building located at [Building Address]. Our goal is to help you identify energy-saving opportunities, reduce operational costs, and enhance sustainability.

Scope of Services

1. Initial Consultation
2. Site Assessment and Data Collection
3. Analysis of Energy Consumption
4. Identification of Energy-Saving Opportunities
5. Report Preparation and Presentation of Findings

Timeline

The energy audit will take approximately [Insert Duration] from initiation to completion.

Cost Estimate

The cost for the energy audit services is estimated at [Insert Estimate]. This includes all materials, labor, and report preparation.

Conclusion

We believe that the energy audit will provide valuable insights into your energy usage and help you make informed decisions for future improvements. We look forward to the opportunity to work with you and contribute to your energy efficiency goals.

Thank you for considering [Your Company Name] for this important project. Please feel free to contact us at [Your Phone Number] or [Your Email Address] if you have any questions.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]