



## Application Form

I, \_\_\_\_\_, hereby confirm that as a recognized MSCA GreenSTAR qualified  
(Name)  
contractor \_\_\_\_\_, located in \_\_\_\_\_,  
(Company name) (City) (State)  
agrees to follow the MSCA GreenSTAR standards of excellence as delineated below and maintain outstanding business practices, provide quality workmanship, offer exceptional customer service, offer energy services, and support MSCA and the organized service industry.

I have enclosed the following materials for consideration as an MSCA GreenSTAR Qualified Contractor:

1.  MSCA member in good standing since \_\_\_\_\_
2.  Employ UA STAR certified technicians – a minimum of 25 percent of current employees in service division have attained UA STAR certification.  
**Materials required for submission:** List of current employees with UA STAR certification
3.  Participation in Energy-Specific Training Programs - a minimum of 40 percent of total employees (both in-house and field personnel) have participated in such training.  
**Materials required for submission:** Description of programs provided and list of employees who have completed training
4.  Have an outstanding company safety record and maintain a documented service safety and health program which, at a minimum, includes the following components:
  - ▶ Safety policy statement including management commitment;
  - ▶ Disciplinary action and substance abuse plans, including enforcement;
  - ▶ Pre-task safety and health planning;
  - ▶ Worker participation in the company's safety process;
  - ▶ Safe work practices/rules;
  - ▶ Worker safety training;
  - ▶ Safety leadership training for supervisors;
  - ▶ Regular safety inspections and company safety performance audits;
  - ▶ Injury incident and near miss incident investigations; and
  - ▶ Accurate recordkeeping.

**Materials required for submission:** Description of company's safety program plus completed OSHA 300A forms from last two years

5.  Established Truck Inventory Control System and Major Tool Inventory Program  
**Materials required for submission:** Copy of your inventory program
6.  Maintain highest levels of customer service standards.  
**Materials required for submission:** Copy of your customer feedback survey or customer follow-up program or explanation of your customer service program PLUS three current letters of recommendation from customers attesting to your company's service, responsiveness, dependability and commitment to customer satisfaction
7.  Company is an ENERGY STAR™ partner with the EPA  
**Materials required for submission:** Proof that company is an ENERGY STAR partner
8.  Employ at least one Energy, LEED or Sustainability Specialist  
**Materials required for submission:** Name(s) of employee(s) who have successfully met all requirements for a relevant certification
9.  Offer sustainable services and energy conservation measures  
**Materials required for submission:** Detailed description of "energy solutions" which your company provides to customers

Types of mechanical service business in which you are engaged (check all that apply):

- Air Conditioning
- Plumbing
- Heating
- Supermarket Refrigeration
- Ammonia Refrigeration
- Controls
- Building Operations
- Other \_\_\_\_\_

Number of field service employees: \_\_\_\_\_ Total number of employees: \_\_\_\_\_

Signed: \_\_\_\_\_ Date \_\_\_\_\_

Name (printed) \_\_\_\_\_ Title \_\_\_\_\_

Company Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_ Web site \_\_\_\_\_

Others in your company who you would like to receive GreenSTAR information, marketing tips, newsletters, etc.

Name \_\_\_\_\_ E-mail \_\_\_\_\_

Name \_\_\_\_\_ E-mail \_\_\_\_\_

Name \_\_\_\_\_ E-mail \_\_\_\_\_