The Green Addendum

Do You Need to Hire a Professional?

Follow the decision tree to find your next steps for Page Two of the Addendum

Start Here

Was your home built as a “green” home, using high energy efficiency standards?

- No
  - ... (decision tree)

- Yes
  - Start by locating your green certification(s)
    (Your specially-built home probably came with a green certification. Locate that paperwork, use it to complete page 1 of the Green Addendum, and contact your builder if you need assistance. Your certification paperwork may already contain enough detail to complete Page 2. If not, consider hiring a professional to complete a Home Energy Score or Audit.)

Have energy efficiency improvements been made since the home was built? (e.g. solar, added insulation, heat pumps, appliances)

- No
  - ... (decision tree)

- Yes
  - Start here
  - Who made those energy improvements?
    - I hired a contractor or did the work myself
      - Yes, Hire a Professional
        (You may not have the 3rd party documentation you need to complete Page 2 of the Green Addendum. Consider hiring a certified professional to complete a Home Energy Score or Home Energy Audit prior to listing your home, and having that person complete Page 2 for you.)
        (Turn over this page for next steps)
      - No, Professional Needed
        (Skip the Green Addendum)
        (There is little “green” value in your home already, so you don’t need to complete a Green Addendum. If prospective buyers are interested in energy efficiency, encourage them to use Vital Communities’ Green Buyer Guide and plan ahead for energy saving upgrades post-sale, available online at vitalcommunities.org/greenrealestate.)
    - A previous owner
      - ... (decision tree)

Do you have a copy of your contract detailing work completed?
  - OR -
  - Did you receive a rebate of any kind?
    - Yes
      - Professional Help May Not be Needed
        (You may already have the documentation you need to complete Pages 1 & 2, provided by your contractor, Efficiency Vermont, and/or NHSaves when you completed your home energy project.)
        (Turn over this page for next steps)
    - No
      - ... (decision tree)
Hire a Professional for a Home Energy Score or Home Energy Audit

**Home Energy Score.** Developed by the U.S. Department of Energy, the Home Energy Score™ provides standardized information about a home’s energy use; like a miles-per-gallon rating on a car. Expect to pay between $150 and $300 for your score. Home Energy Score Assessors serving the Upper Valley:

- Brent Mellen, Building Energy, White River Junction, VT (serves VT)
  bmellen@buildingenergyus.com, 802-281-5079
- Bob Eldredge, ABC Energy Savings, Concord, NH (serves NH)
  bob@abcenergysavings.com, 603-344-4540

**Home Energy Audit.** While an audit report won’t compare your home against national averages, it can be more flexible and detailed in highlighting your home’s unique energy features for prospective buyers. A typical audit includes a blower door test for air infiltration, safety tests of all combustion appliances, and an overall assessment of insulation levels and energy performance. Hire an auditor certified by the Building Performance Institute and expect to pay $250 to $500.

For a list of qualified auditors, visit: vitalcommunities.org/greenrealestate

**When hiring any energy professional**

- Clearly explain your goals and timeline up front
- Require that they complete Page 2 of the Green Addendum as part of their services for you

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**Locate Documentation from Energy Efficiency Upgrades**

<table>
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<tr>
<th>Vermont</th>
<th>New Hampshire</th>
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| **What documentation should I already have if I completed a project through NHsaves or Efficiency Vermont?** | A contract from your contractor detailing work scope. A letter from Efficiency Vermont listing measures installed. | A Home Performance with Energy Star report with a “Certificate of Completion”, including:  
  - List of measures installed  
  - R-value of insulation  
  - Air tightness (blower door test)  
  - Projected energy savings |
| **When was that documentation given to me?** | You signed your contract before starting your project; Efficiency Vermont sent you a letter after your project was completed. | After your project was completed your contractor should have delivered your report and certificate of completion. |
| **Who has my project documentation on file?** | Efficiency Vermont – Call (888) 921-5990  
  Efficiency Vermont can provide the following upon request:  
  - List of measures installed  
  - R-value of insulation  
  - Air tightness (blower door test)  
  - Projected energy savings | Your Contractor  
  Contact your contractor and request your project file. Most contractors keep files for at least the first few years. Sometimes longer.  
  If your contractor does not have your project file, NHsaves can provide a list of measures installed. To contact NHsaves, visit www.nhsaves.com/contact-us |

(If you can’t find your records, or need additional information)