

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

Xcel Energy

[Office Address]
[City, State, Zip Code]

Dear Xcel Energy Efficiency Program Team,

I am writing to formally apply for participation in the Xcel Energy Energy Efficiency Program. As a committed [homeowner/business owner] at [Your Address or Business Name], I am eager to implement energy-saving measures that align with your program's objectives.

I have reviewed the program details and believe that my project [briefly describe your project, e.g., installing energy-efficient lighting, HVAC upgrades, etc.] will significantly contribute to energy conservation. This initiative not only supports the environment but also enhances the efficiency of my [home/business].

Enclosed are the required documents for my application, including [list any included documents: project details, estimated costs, or photos, if applicable]. I am hopeful for the opportunity to collaborate with Xcel Energy and contribute to our shared goal of sustainability.

Thank you for considering my application. I look forward to your response.

Sincerely,

[Your Name]
[Your Title, if applicable]
[Your Signature, if sending a hard copy]