



Additional Guidance for Window, Door, and Skylight Manufacturers

Important Notes:

- Awards may be issued (as warranted) for Partner of the Year – Window Manufacturer, Partner of the Year – Door Manufacturer, and Partner of the Year – Skylight Manufacturer. Companies could win up to three awards, but **must submit a separate application for each category**.
- Due to the large number of applications, EPA reserves the right to disqualify from consideration any application that contains logo, labeling, or messaging incidents. Applications may also be disqualified for failure to contain all data points requested in the application.
- Companies whose applications are disqualified will be informed of the reason for disqualification, but will not receive any additional application feedback.
- EPA reserves the right to consider other ENERGY STAR related partner activities not addressed in the application when selecting award winners.
- Supporting documentation is limited to five files. Use descriptive file names and number the pages in each file. Clearly reference file names and page numbers in the corresponding sections of the narrative.
- Only the first 50 pages of supplemental materials will be reviewed. Applicants will receive no credit for items appearing on or after page 51.

Supplemental Data (Optional):

- For “bonus” points, manufacturers may also provide:
- A table, graph, or chart with sales volume data explaining the channels your company uses to sell its products (i.e. big-box stores, custom dealers/distributors, contractors, direct to consumer). The information must include specific numerical ratios, percentages, or actual sales volume data to explain the distribution.
- The average sale price of your company’s best-selling (by volume) ENERGY STAR qualified double-hung 3’ x 5’ window (or common patio door size) and that product’s detailed specifications (e.g. U-factor, SHGC, frame type, glass package and coatings, spacer and gas used, etc...). The CPD number must also be provided to receive credit.

2016 ENERGY STAR®

Partner of the Year Award Application Product Brand Owner - Addendum

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- The manufacturer cost per square foot of the following items for the best-selling (by volume) ENERGY STAR qualified product listed above:
 - IGU cost per sqr. ft. (glass package with coatings, spacer, gas and including labor to assemble)
 - Frame material cost per sqr. ft. (including any foam-fill and typical hardware)
 - Labor cost to fabricate and package window per sqr ft.
- Product performance data (U-factor, SHGC) and details on design features (e.g. frame types, glass package, etc...), for your company's three (3) available products with the lowest U-factors. The CPD number of each must also be provided to receive credit.