

Notification letter (Primary Heat plus Crisis)

Service Provider Name

SP Mailing Address
City, MN 99999-9999
Phone: (999) 999-9999
FAX: (999)999-9999

<<DATE>>



HH#: 99999

<<EAP APPLICANTS NAME>>
<<C/O AUTHORIZED REP NAME>>
111 STREETNAME AVE E
FROSTBITE FALLS, MN 56701

Dear <<EAP APPLICANTS NAME>>

KEEP THIS LETTER—It may be proof of eligibility for other programs.

Your request for help with your energy bills is approved. Your grant amount pays only part of your bill. Please continue to make payments on your bill each month to keep heat in your home. Information about your grant is below.

Your household income for this period was \$0.00. Your household size is 4. Your main fuel type for heating is Natural Gas. Your last year's heating costs were based on an average heating cost.

Your Energy Assistance grant is \$1,200.00. This will be paid as follows:

Centerpoint Energy Minnegasco is scheduled to receive a total of \$1,200.00. This amount will be split into one or more payments and paid on 11/29/2012, 12/29/2012, 1/29/2013, 2/28/2013.

Your Emergency Benefit was paid as follows:

Local Oil Dist Inc	\$190.00
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Additional resources may be available to help you with your energy needs. Please contact us if you need further assistance.

Call us if:

- You move
- You can't pay your energy bill
- You get a shut-off notice or your service is disconnected
- Your vendor refuses to deliver fuel
- You want help setting up a payment plan with your energy vendors
- Your furnace is not working. Contact this agency at the number above before calling a contractor. We may be able to help repair or replace your furnace.¹

Other things we may help with are:

Applying for Cold Weather Rule protection.

Weatherization staff may contact you if your application becomes a priority this year. This program has a waiting list.

You may be eligible for help with your telephone bill through the Telephone Assistance Plan. **Please contact your telephone company** to request an application.

If you don't agree with our decision, you can ask for a review within 30 days after you get this letter. The address is in the upper left corner of this letter.

We hope the Energy Assistance Program has been helpful to you.

Sincerely,

The Energy Assistance Staff

¹ This text only appears on letters to homeowners.