

REMOTELY: INSTRUCTIONS

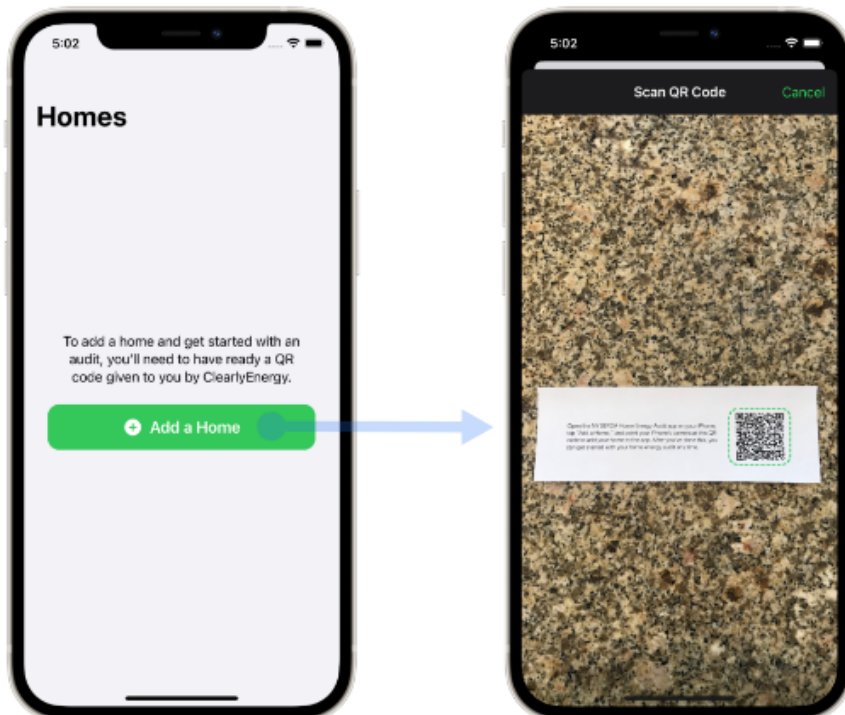
Thank you for your interest in the [Remotely tool](#). We hope you find the tool easy to use and valuable for learning about home energy upgrades. Find a video demo of the tool [here](#). Thanks for using Remotely!

STEP 1: CREATE YOUR HOME ENERGY PROFILE

- Click [here](#) to start, or copy the following link into your web browser: www.clearlyenergy.com/ny
- Follow the on-screen prompts and enter the requested Information about your home. This will allow you to claim your home and create a profile.
- As needed, you can go back and review and modify the information you've provided by clicking the "Edit Home Facts" tab.
- Once you are satisfied with the Information in your profile, move on to step 2.

STEP 2: CONDUCT YOUR VIRTUAL HOME WALKTHROUGH USING THE REMOTELY APP

- Download the "Remotely- Home Energy Audits" app from the Apple App Store
- Scan the QR code provided on the Profile you created in Step 1 with your iPhone camera. If you completed Step 1 on your phone, simply click the link next to the QR code. This will open the app and you can begin the walkthrough process.
- After opening the app, follow the on-screen guide to add your home and complete a few questions.
- Follow on-screen prompts to measure your home's indoor areas and windows and share images of your energy equipment.
- Upon completion, select Submit Audit.



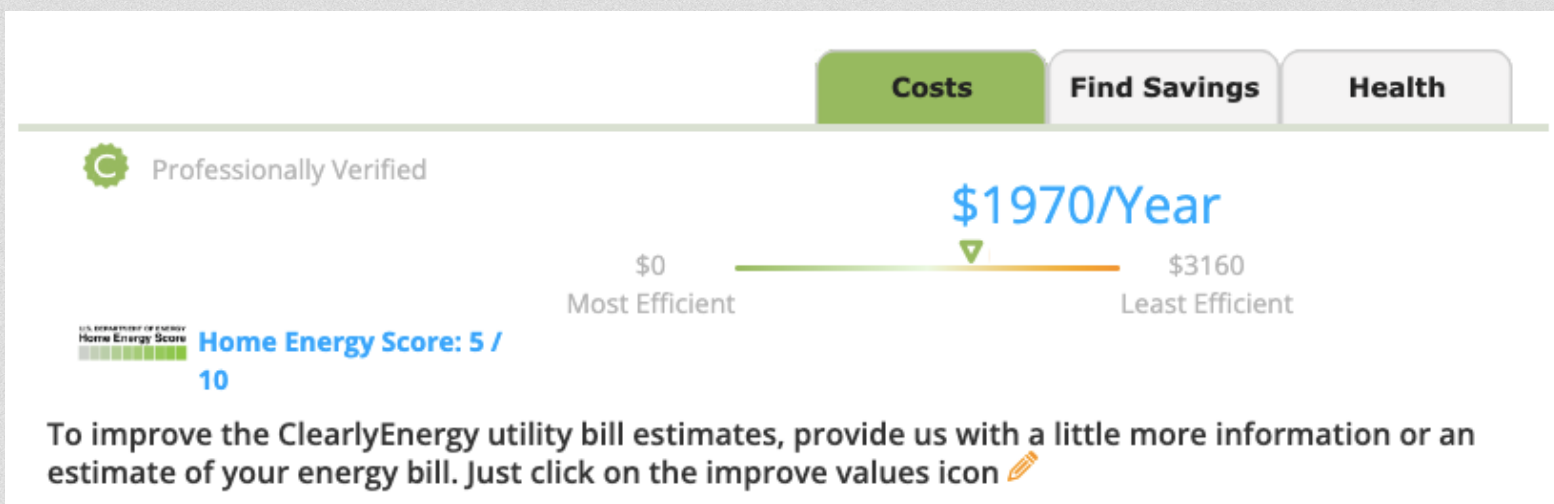
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STEP 3: COMPLETE YOUR AUDIT

a) Proceed back to the Home Energy Profile website where you began. Click [here](#), or copy this link into your web browser: www.clearlyenergy.com/ny

b) You will now be able to view your completed audit and Home Energy Score. Your Score will automatically be generated on a scale from 1-10. Click on the scale to view your full Home Energy Report complete with home energy data and potential efficiency improvements.

b) View your completed virtual energy audit, review personalized recommendations and available rebates for your area, and connect with local contractors.



Your feedback means a lot to us. If you have any questions or concerns or want to learn more about Remotely or related tools, please email Carolyn Sarno Goldthwaite at cgoldthwaite@clearlyenergy.com.