<Date>

Dear Product Representative:

<Company Name> is, dedicated to making informed choices about embodied carbon as part of our design and construction decisions. Annually, we work on over <xx> square feet of building projects.

We are working on the <project name>, a <description of project>. Our specs include language requiring third party Environmental Product Declarations (EPDs) on a wide variety of products, including at a minimum <create project specific list of products below>:

* Concrete
* Structural Steel & Metal Deck
* Rebar
* Cold-rolled steel framing stud & track
* Light gauge steel stud & track
* Fireproofing
* Curtain Wall, Window Wall, and Storefront systems
* Glass and Other Glazing Products
* Aluminum Extrusions for Glazing Systems
* Mass Timber
* Gypsum wall board
* Insulation
* Ceiling tile
* Carpet

Third-party, product and/or mill specific (not industry-average) EPDs give our industry a valuable look at the global warming potential as well as other environmental attributes of the products we use. We encourage your company to commission product and/or mill specific EPDs for your products so that we can make informed choices to reduce our collective environmental footprint. Third-party EPDs can also contribute towards LEED v4 MR credit 2 – Building Product and Disclosure credit(s), as well as LEED v4.1 Pilot Credit – Procurement of Low Carbon Construction Materials. You can find more information on EPDs here: [https://www.environdec.com/What-is-an-EPD/](about:blank)

We have committed to reducing embodied carbon in this project as well as <funding/piloting/using> a new tool – EC3 – to track embodied carbon reduction. The free EC3 tool, released publicly in November 2019, contains a database of EPDs so our industry can quickly locate and compare products: [https://buildingtransparency.org/](about:blank)

Sincerely,

<Sign Here>