



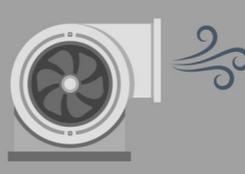
## Dear Valued Customer,

We understand the increasing struggles you are facing during the COVID-19 pandemic. With unprecedented changes to daily operations, businesses may need to take quick actions. Here are some tips and easy-to-use resources to help manage your energy usage and bills both on-site and remotely during this time.

### HVAC and lighting



Shut down HVAC systems at vacated facilities without critical equipment.



Program HVAC economizers to close when air systems are off.



Turn off non-emergency lighting in unoccupied zones with manual switches.



Dim or shut down portions of lights if no manual controls exist.

### Refrigeration and other equipment



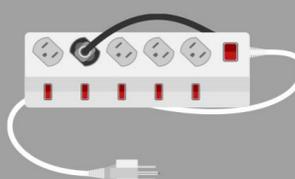
Consolidate and turn off empty refrigeration systems.



Reduce refrigeration runtime to nighttime only if concerned about completely turning off.



Turn off lights in empty refrigeration cases.



Turn off all equipment from the plug strip or wall outlet.

### General facility



Shut down systems that serve unoccupied zones.



Close window blinds to limit temperature fluctuations.



Turn off exterior signage if the business is closed.



Make sure all security systems are powered.



### Be on alert for scams

We take your personal and online security very seriously. If you ever doubt the validity of an email, call, text or visit from PG&E, call us immediately.

**Call 1-800-743-5000 »**

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