

UTILITY EXPENDITURE AUDIT

[Auditor Company Name]
[Address Line 1]
[City, State, Zip]

Invoice #: _____
Date: _____
Audit Period: _____

CLIENT INFORMATION

[Client Name]
[Facility/Site Address]
[Account Reference Number]

AUDIT SCOPE

Electricity, Water, Gas, and Waste
Historical Recovery & Rate Optimization

Utility Category	Description of Audit Service	Recovered Savings	Fee (%)	Total Due
Electricity	Tariff misclassification correction & demand charge audit	\$ 0.00	0%	\$ 0.00
Natural Gas	Supply contract verification & tax exemption audit	\$ 0.00	0%	\$ 0.00
Water / Sewer	Evaporation credits & meter sizing analysis	\$ 0.00	0%	\$ 0.00

Utility Category	Description of Audit Service	Recovered Savings	Fee (%)	Total Due
Telecomm	Circuit inventory & redundant service removal	\$ 0.00	0%	\$ 0.00
Professional Fees	Flat rate administrative audit processing	-	-	\$ 0.00
Subtotal				\$ 0.00
Tax ([0]%)				\$ 0.00
Total Audit Fees				\$ 0.00

Audit Notes:

Calculations based on verified credits issued by utility providers. Future monthly savings identified: \$ [Amount]. Supporting documentation for individual line-item discrepancies is attached to this report.

Payment is due within [Number] days. Please make checks payable to [Company Name].
Thank you for your business.