

Utility Cost Allocation Statement

Property Address

Statement Date

____ / ____ / ____
Period Covered

From: ____ / ____ / ____
To: ____ / ____ / ____

Utility Summary

Utility	Account Number	Total Cost	Paid By
Water	_____	_____	_____
Electricity	_____	_____	_____
Gas	_____	_____	_____
Other	_____	_____	_____

Unit Allocation Detail

Unit	Residents	Sq. Ft.	Allocation %	Allocated Cost
Unit 1	____	____	____ %	_____
Unit 2	____	____	____ %	_____
Unit 3	____	____	____ %	_____
Unit 4	____	____	____ %	_____

Notes / Additional Information

Prepared By:

Date: ____ / ____ / ____

Received By:

Date: ____ / ____ / ____

