

# 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: \_\_\_\_/\_\_\_\_/\_\_\_\_

