

WORKPLACE UTILITY EXPENSES BUDGET TEMPLATE

Company / Branch:

Budget Period:

Prepared By:

Date Prepared:

TOTAL BUDGETED	
TOTAL ACTUAL	
TOTAL VARIANCE	

Electricity	
Water & Sewer	
Gas / Heating	
Internet / Broadband	
Telephone / Mobile	
Waste & Recycling	
IT Cloud Services / Hostin	
Security / Alarm System	

Total Utilities

Prepared By (Signature)

Approved By (Signature)