

# UTILITY EXPENSE ALLOCATION

Landlord Statement & Tenant Breakdown

**Property Address:**

**Landlord Name:**

**Billing Period:**

**Date of Statement:**

## 1. TOTAL SHARED UTILITY EXPENSES

Utility Type	Provider / Account #	Invoice Period	Total Amount (\$)
Water & Sewer			
Electricity			
Gas / Heating			
Trash / Recycle			
Internet / Shared Wi-Fi			
Total Cumulative Utilities:			

## 2. TENANT ALLOCATION BREAKDOWN

Unit / Suite	Tenant Name	Allocation %	Calculated Share (\$)	Due Date
Total Allocated:				

### 3. ALLOCATION METHODOLOGY & NOTES

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Landlord/Property Manager Signature

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Date Signed