

SAAS SPEND AUDIT

Annual Review & Portfolio Optimization

COMPANY:

AUDIT DATE:

AUDITOR:

FISCAL YEAR:

TOTAL ANNUAL SPEND

TOTAL SUBSCRIPTIONS

IDENTIFY WASTE / OVERLAP

TARGETED SAVINGS

SOFTWARE INVENTORY & SPEND ANALYSIS

OPTIMIZATION ACTION PLAN (CANCEL, DOWNGRADE, CONSOLIDATE)

RECOMMENDED ACTION

SOFTWARE TOOL(S) AFFECTED

EST. ANNUAL
SAVINGS

TARGET DATE

OWNER / NEXT STEPS