

Client Utilization Data

Date: [Insert Date]

To: [Client Name]

From: [Your Company Name]

Subject: Utilization Data Report

Dear [Client Name],

We are pleased to provide you with the utilization data for the period of [Insert Period]. Below are the details:

Service/Product	Total Hours Utilized	Utilization Rate (%)
	[Total Hours]	[Utilization Rate]
[Service/Product Name]	[Total Hours]	[Utilization Rate]

If you have any questions or need further information, please do not hesitate to reach out.

Best Regards,

[Your Name]

[Your Position]

[Your Company Name]

[Contact Information]