

# Utility Review Summary

Date: [Insert Date]

To: [Recipient Name]

From: [Sender Name]

Subject: Utility Review Summary for [Service Address]

## Utility Overview

This summary provides an overview of the utility services reviewed for the premises located at [Service Address].

## Utility Company Details

- Electricity Provider: [Provider Name]
- Water Provider: [Provider Name]
- Gas Provider: [Provider Name]

## Usage Summary

Utility Type	Monthly Usage (kWh/gal/therm)	Cost (\$)
Electricity	[Usage]	[Cost]
Water	[Usage]	[Cost]
Gas	[Usage]	[Cost]

## Recommendations

Based on the review, we recommend the following actions:

- [Recommendation 1]
- [Recommendation 2]
- [Recommendation 3]

## Conclusion

Thank you for allowing us to conduct this utility review. If you have any questions, please feel free to contact us.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]