

# Utility Bill Expense Report

Business Name

Reporting Period

e.g. Jan 2024 - Mar 2024

Prepared By

Date Prepared

## Utility Expenses

Date	Vendor/Provider	Type (Electricity, Water, etc.)	Account Number	Bill Period	Amount	Paid (Yes/No)	Notes
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="▼"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="▼"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="▼"/>	<input type="text"/>
						<input type="text"/>	

## Summary / Notes

Add summary or remarks here...

\* This is a sample template. Add/remove rows as necessary for your reporting needs.