MONTHLY METER READINGS

Please use this form to keep a monthly record your meter readings, fuel usage and travel details. Remember to take a reading on the first day of each month.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Month** | **Electricity** | **Gas** | **Other fuel used** eg wood, coal, LPG, oil | **Vehicles** | **Other travel** (flights, public transport or other vehicles) |
| **Meter 1** | **Meter 2** |  | **1** | **2** | **3** |
| Initial Readings |   |   |   |   |   |   |   |   |
| Last day of first month |   |   |   |   |   |   |   |   |
| Month 2 |   |   |   |   |   |   |   |   |
| Month 3 |   |   |   |   |   |   |   |   |
| Month 4 |   |   |   |   |   |   |   |   |

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| --- | --- | --- | --- | --- | --- |
| **Month** | **Electricity** | **Gas** | **Other fuel used** eg wood, coal, LPG, oil | **Vehicles** | **Other travel** (flights, public transport or other vehicles) |
| **Meter 1** | **Meter 2** |  | **1** | **2** | **3** |
| Month 5 |   |   |   |   |   |   |   |   |
| Month 6 |   |   |   |   |   |   |   |   |
| Month 7 |   |   |   |   |   |   |   |   |
| Month 8 |   |   |   |   |   |   |   |   |
| Month 9 |   |   |   |   |   |   |   |   |
| Month 10 |  |  |  |  |  |  |  |  |
| Month 11 |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |

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| --- | --- | --- | --- | --- | --- |
| **Month** | **Electricity** | **Gas** | **Other fuel used** eg wood, coal, LPG, oil | **Vehicles** | **Other travel** (flights, public transport or other vehicles) |
| **Meter 1** | **Meter 2** |  | **1** | **2** | **3** |
| Month 12 – final reading |   |   |   |   |   |   |   |   |
| **Average use** |   |   |   |   |   |   |   |   |
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