

AGREEMENT SUMMARY (Part Contingency)

1. Sands Utility Professionals (SUP) will examine past utility bills, and monitor future bills for errors, overcharges, and utility company compliance with our cost saving recommendations.
2. SUP will negotiate refunds/credits due our client for overcharges.
3. SUP will seek billing reductions for each business utility account.
4. SUP and client agree to split each collected refund/credit, for the agreed term length and rate. For example, should client receive \$1,000 refund/credit, we split this amount for the agreed term length and percentage.
5. Client will provide copies of their paid bills to our office each month, to insure the utility is following our cost saving recommendations, to verify the changes, and to verify savings.
6. Utility account monitoring fee of 2% of gross billings.

MATERIALS to SEND to OUR OFFICE

Copies of past bills, (the more the better)

Copies of the actual bill will contain much more information than a printout from the utility. The printout contains simple final consumptions and dollar amounts.

The actual bill can provide

actual meter readings	meter number	distribution voltage
date meter was read	units of measure	credit or penalty adj.
dates of meter changes	account number	charge details
meter constant	pricing plan	

The actual invoice will have a wealth of valuable data and will document, past billing errors, compliance or non-compliance with the service contract and, your consumption patterns. Understanding your usage patterns is vital when matching your utility demands with the best price.

Copy of current in force service agreement with your utility provider.

An examination of your contract with a utility provider is necessary to, verify their compliance, and to know if this arrangement is in your best interest. Especially in the case of an unfavorable contract, knowing when it expires is also important. Opportunities to purchase your utilities at lower prices may pass or expire. Utility service agreements have an "auto renewal" clause and, inaction at this point may mean your company will have to suffer through an additional contract period, which is usually five years

Our Letter of Authorization (LOA)

Your utility providers require that we have written permission from you before they will discuss any issues about your account, with us. The LOA states that you are giving your utility provider permission to do so. Throughout the course of our agreement we will need to request information for pricing changes, which can be often. It also gives us permission to negotiate, on your behalf, for any refunds due because of errors discovered on your billings.

Our Monitoring Agreement

The standard agreement is straight forward and one page. For past billing errors that result with refunds/credits we split 50/50. Monthly monitoring fee is equal to 2% of gross billings.