

We'll just need a few things: **THE GET STARTED CHECKLIST**



Little is needed to start the Tenurgy audit process. Below is a simple checklist to help Tenurgy analysts uncover potential savings and refunds. Questions are welcome, so call or email anytime.



Consulting Services AGREEMENT (CSA)

On provided CSA contract:

- Complete TOP with legal company name and address
- Checkmark utilities to be audited in SECTION 3; disclose anything in process
- Complete BOTTOM signature, name, title and Federal Tax ID #/EIN

Tenurgy will complete the remaining blanks.



Letter of AUTHORIZATION (LOA)

On the provided Word document:

- Place company letterhead where indicated on TOP
- Add name, title, signature and Federal Tax ID #/EIN on BOTTOM
- Return to Tenurgy via email

Tenurgy will complete the remaining blanks.

Copies of BILLS & INVOICES

Provide one (1) invoice copy (front and back of all pages) from each utility, for all businesses/locations:

- Gas
- Waste/Trash
- Electric
- Telecommunications
- Sewer/Water
- Internet

Where do I submit needed documents?

admin@TENURGY.com

When should we expect a report?

The audit process takes 6 - 8 weeks. Tenurgy will contact you to schedule a virtual meeting for review of a comprehensive report.

Client Success

DEWYS MANUFACTURING

"...the audit didn't require any upfront cost, and in fact it didn't cost us anything at all... Since the audit was performed remotely with very little time or effort on our end, this service was an even greater value..."

Mark Schoenborn
President