

TO BEGIN A TROY & BANKS AUDIT:

This instruction sheet has been prepared for your use in gathering the information for your utility and telecommunication audit.

1. Copy one (1) bill from each of your utility accounts including electric, gas, fuel, and from all telecommunication accounts including, cellular, local, long distance, data, and frame relay.
2. Execute the enclosed Client Agreement and Letter of Authorization form.
3. Send all information to:



TROY & BANKS

Utility and Telecommunication Consultants

2216 Kensington Ave., Kensington at Saratoga
Buffalo, NY 14226
Tel. 716-839-4402 or Fax 716-839-4452

If you have any questions please call us at

1-800-499-8599