LocalReply

Monthly Report — SAMPLE

Example Heating & Air (fictional company) · October 2026 · Illustrative numbers only, not a real client.

This month at a glance

New reviews	Response rate	Avg. time to reply	Average rating
12	**100%**	**0.6**	**4.6★**
	12 of 12 answered	business days	all-time, end of month

New reviews by rating

Rating	Reviews	Handling
5★	9	Posted within 1 business day
4★	2	Posted within 1 business day
3★	0	—
2★	1	Drafted, approved by owner, posted
1★	0	—

Google Business Profile updates

Week	Update (client-supplied)
Oct 6	Photo: new heat-pump install (photo from owner)
Oct 13	Post: fall furnace tune-up reminder
Oct 20	Photo: crew at work (photo from owner)
Oct 27	Post: updated holiday hours

Notes

- One 2★ review mentioned a missed callback; owner approved the reply on Oct 14.
- Figures are measured from the Google Business Profile at month end. We do not promise rankings or ratings.

SAMPLE