CHECKING ACCOUNT RECONCILIATION

OUTSTANDING CHECKS

NUMBER	AMOUNT	
TOTAL		

ENDING BALANCE SHOWN ON THIS STATEMENT: _____

PLUS DEPOSITS NOT SHOWN ON THIS STATEMENT: _____

SUBTOTAL: _____

LESS TOTAL OUTSTANDING CHECKS: _____

EQUALS ADJUSTED ENDING BALANCE: _____

Adjusted ending balance shown above should agree with balance shown in your check book.

NOTE: Be sure to deduct any charges, fees or withdrawals shown on your statement (but not in your check book) that may apply to your account. Also, be sure to add any dividends or any deposits shown on your statement (but not in your check book) that apply to your account.