CO.

http://www.moneyinstructor.com/ws/wsbalance.asp

Name Balancing a Checkbook Money Instructor Date

reconciliation form. Paige's bank statement included the following information. Balance the checkbook using a

Money Instructor Bank
CHECKING ACCOUNT STATEMENT

#### DEPOSITS

#### **PAYMENTS**

FEB 14 FEB 17 Check 120 to Michael's Jewelery Check 123 to Faith's Phone Company Check 124 to Matthew's Drug Store \$184.00 \$133.00 \$95.00

# **BEGINNING BALANCE:**\$997.00 **ENDING BALANCE:**\$585.00

Paige's current checkbook register:

_	<del></del>	~~~~	<del></del>	~		~~~~		~~~~	<del></del>	
		125	124	123	122	121	120		CHECK	. 66.0
		FEB 21	FEB 17	FEB 14	FEB 13	FEB 10	FEB 7	FEB 3	DATE	0011011
		Brianna's Drug Store	Matthew's Drug Store	Faith's Phone Company	Jacob's Electronics	Dereck's Candies	Michael's Jewelery	Deposit	DESCRIPTION OF TRANSACTION	alla a can our anadracon regions.
		141.00	95.00	133.00	36.00	144.00	184.00		PAYMENT/DEBIT (-)	
									⊕ Fig	
								85.00	FEE DEPOSIT/CREDIT (+)	
		349.00	490.00	585.00	718.00	754.00	898.00	1,082.00	84LANCE \$997.00	

of 2 9/9/2013 12:31 PM

Name

Money Instructor

Date

# CHECK RECONCILIATION FORM

## RECONCILIATION STEPS

- previously record, including interest earned, service Using your bank statement, update your check register with any transactions that you did not charges, etc.
- In your check register (checkbook), mark with a check all checks paid, and deposits credited. Then using the tables on the right, list all all outstanding charged to your account): checks (no check mark in your check register -- not yet
- Using the table on the lower-right, list all deposits or other credits recorded in your register that are not shown on this statement:

	Amount
Enter ending balance on your	
bank statement:	namatain o
5. Enter TOTAL Checks Outstanding	
6. SUBTRACT (4 minus 5)	SOCIOL PROPERTY AND ADDRESS OF THE PARTY AND A
7. Enter TOTAL Deposits	
Outstanding	
8. ADD. (6 + 7)	
This number should match the	************
ending balance in your check register. If not, then your account	
does not balance and there is an	oodestoo=
error.	
	Michaelphanister

TOTAL CHECKS OUTSTANDING			Check Number Amount	CHECKS OUTSTANDING (Step 2)
L	 LL_I	 	L	

DEPOSITS OUTSTANDING (Step 3)	<b>TS</b> <b>3</b> (Step 3)
	ANOTHER PROPERTY OF THE PROPER
Date	Amount
TOTAL DEPOSITS	
OUTSTANDING	

Copyright 2005 www.MoneyInstructor.com

Name			
	:		
Money			

вир://www.moneyinstructor.com/ws/wsbalance.asp

Balancing a Checkbook Money Instructor Date

a reconciliation form. Matthew's bank statement included the following information. Balance the checkbook using

# Money Instructor Bank CHECKING ACCOUNT STATEMENT

DEPOSITS

JAN 7 Deposit

JAN 16 Deposit

\$129.10 \$110.47

PAYMENTS
JAN 6 C
JAN 12 C Check 105 to Emma's Shoes Store Check 106 to Madison's Department Store

\$148.68 \$72.48

**ENDING BALANCE:**\$660.45

Matthew's current checkbook register:

**BEGINNING BALANCE:**\$642.04

 ,	<del></del>	·	-,	<del>,</del>			<del></del>		7
		107	106			105		CHECK	Marrie
	JAN 16	JAN 15	JAN 12	JAN 9	JAN 7	JAN 6	JAN 4	DATE	W S CUII
	Deposit	JAN 15 Emma's Property Management	Madison's Department Store	Deposit	Deposit	Emma's Shoes Store	Deposit	DESCRIPTION OF TRANSACTION	ivialitiew's current checkbook register:
		75.87	72.48			148.68		PAYMENT/DEBIT	
 								√ FEE	
	110.47			147.59	129.10		165.41	FEE DEPOSIT/CREDIT (-) (+)	
	897.58	787.11	862.98	935.46	787.87	658.77	807.45	\$642.04	

Name

Money Instructor

Date

## CHECK RECONCILIATION FORM

### RECONCILIATION STEPS

- Using your bank statement, update your check register with any transactions that you did not previously record, including interest earned, service charges, etc.
- In your check register (checkbook), mark with a check all checks paid, and deposits credited. Then using the tables on the right, list all all outstanding checks (no check mark in your check register -- not yet charged to your account):
- Using the table on the lower-right, list all deposits or other credits recorded in your register that are not shown on this statement:

Company of the contract of the	THE PARTY OF THE P
	Amount
4. Enter ending balance on your	
bank statement:	lle angel a
5. Enter TOTAL Checks Outstanding	-
6. SUBTRACT (4 minus 5)	
7. Enter TOTAL Deposits	
Outstanding	
8. ADD. (6 + 7)	
This number should match the ending halance in your check	***************************************
register. If not, then your account	
does not balance and there is an	distribution in
error.	

600-I	I 1					-
OTAL DEPOSITS DUTSTANDING				Date	DEPOSITS OUTSTANDING (	***************************************
				Amount	<b>TS</b> 3 (Step 3)	Andread and a second se

of 2