## **CHECK RECONCILIATION**



## **OUTSTANDING CHECKS**

NUMBER	AMOUNT	1 1 1 1
		1 1 1
TOTAL		

ENDING BALANCE SHOWN ON THIS STATEMENT
PLUS DEPOSITS NOT SHOWN ON THIS STATEMENT
SUB-TOTAL
SUBTRACT TOTAL OUTSTANDING CHECKS
EQUALS ADJUSTED ENDING BALANCE

## ADJUSTED ENDING BALANCE SHOWN ABOVE SHOULD AGREE WITH THE 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.

