

Bank Reconciliation Worksheet

DISTRICT/CHARTER _____

Name of the Bank: _____

Account Number: _____

For the Month Of: _____

A. Ending Balance Per Bank Statement

B. Plus Deposits in Transit

C Total Deposits in Transit

D. Less Outstanding Checks

Date	Check No.	Amount

E. Total Outstanding Checks

F. Ending Balance (A + C - E)

G. Balance Per Accounting Records

H. Plus Interest

I. Total Interest and Positive Adjustments

J. Less Bank Charges

K. Total Bank Charges

Reconciliation Prepared By: _____

Reconciliation Reviewed By: _____

L. Ending Balance (G + I - K)

_____ date: _____

_____ date: _____