Account Reconciliation Form

This form is provided to help you balance your statement.

Before you start - Please verify that you have entered in your register all automatic transactions shown on the front of your statement.

You should have added if any occurred:

1. Loan Advances
2. Credit Memos
3. Other Automatic Deposits
4. Interest

You should have subtracted if any occurred:

1. Automatic Loan Payments
2. Automatic Savings Transfers
3. Service Charges
4. Debit Memos
5. ATM or Debit Card Withdrawals
6. Other Automatic Deductions and Payments

Balance shown on this statement $ _____

Add

Deposits not shown on this statement (If any) $ _____

$ _____

$ _____

Total $ _____

Subtract

Checks or withdrawals outstanding $ _____ <----> Total $

Balance $ _____

The balance should agree with your register balance after deducting service charge (if any) shown on your current statement.

Outstanding Checks or Withdrawals

Number	Amount
Total	$