|  |
| --- |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(Name of Local Association)**Bank Reconciliation**As of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_\_ |
| Bank Statement Balance | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_(1) | Checkbook Balance | $\_\_\_\_\_\_\_\_\_\_\_\_\_(2) |
|  |  |  |  |
| Plus Deposits in Transit: |  | Plus Additions/Corrections: |  |
| Date | Amount | Description | Amount |
|  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Sub-Total Deposits | $\_\_\_\_\_\_\_\_\_\_\_\_\_(3) | Sub-Total Additions | $\_\_\_\_\_\_\_\_\_\_\_\_\_(4) |
|  |  |  |  |
| Total-Bank Balance plus Deposits | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Total-Checkbook plus Additions | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| (Lines 1 + 3) |  | (Lines 2 + 4) |  |
|  |  |  |  |
| Less Outstanding Checks: |  | Less Service Charges & Corrections: |
| Number | Amount | Description | Amount |
|  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Sub-Total Outstanding Checks | $\_\_\_\_\_\_\_\_\_\_\_\_\_(5) | Sub-Total Deductions | $\_\_\_\_\_\_\_\_\_\_\_\_\_(6) |
| (These Amounts Must Agree)Adjusted Bank Statement Balance(Lines 1 + 3 – 5) | **$\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | Adjusted Checkbook Balance(Lines 2 + 4 – 6) | **$\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |