BANK R	ECONCILIATION FO	RM	
PLEASE EXAMINE YOUR STATEMENT AT ONCE. ANY DISCREPANCY SHOULD BE REPORTED TO THE BANK IMMEDIATELY.		CHECKS OUTSTANDING	
		Number	Amount
<ol> <li>Record any transactions appearing on listed in your checkbook.</li> </ol>	this statement but not		
2. List any checks still outstanding in the s	pace provided to the right.		
3. Enter the balance shown on this statement here.			
<ol> <li>Enter deposits recorded in your checkbook but not shown on this statement.</li> </ol>			
5. Total Lines 3 and 4 and enter here.			
6. Enter total checks outstanding here.			
7. Subtract Line 6 from Line 5. This adjusted bank balance should agree with your checkbook balance		TOTAL	