

## 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: \_\_\_\_\_