This template is provided by ICCRC for RCIC's use and consideration when undertaking the monthly client account reconciliation (see Section 8.1 of the *Client Account Regulation*) and when submitting for the compliance audit. The seven (7) components below are mandatory for the detailed client account reconciliation statement; however the formatting may vary based on the system of record keeping used.

Detailed Client Account Reconciliation Statement

[insert RCIC's name or RCIC's Company name]

[insert month being reported—e.g., May 31, 2013]

| 1 | Bank Balance as of [insert last | | | | |
|---|------------------------------------------------------------------------------------------------------------------------|-----------------------|-------------------|--------|--|
| | day of month prior to month | | | | |
| | being reported] | | | | |
| | | | | | |
| 2 | Less withdrawals cleared from | | | | |
| | the CA for the month of [insert | | | | |
| | month and year of month being | | | | |
| | reported] | | | | |
| | Date | Method of transaction | Client code | Amount | |
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| | Bank fees (as applicable) | | | | |
| | | | Total Withdrawals | | |
| | | | | | |
| 3 | Add deposits made to and cleared from the CA for the month of [insert month and year of month being reported] | | | | |
| | Date | Method of transaction | Client code | Amount | |
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| | Bank fees (as applicable) | | | | |
|---|------------------------------------|-----------------------|-------------------|--------|--|
| | | | Total Deposits | - | |
| | | | | | |
| | Client Account Balance as of | | | | |
| 4 | | | | | |
| | [insert month and year being | | | | |
| | reported] | | | | |
| | | | | - | |
| 5 | Less withdrawals NOT yet | | | | |
| | cleared from the CA as of | | | | |
| | [insert final day of month being | | | | |
| | reported] | | | | |
| | Date | Method of transaction | Client code | Amount | |
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| | | | Total Outstanding | | |
| | | | Withdrawals | | |
| | | | | | |
| 6 | Add deposits made to but NOT | | | | |
| | yet cleared from the CA as of | | | | |
| | [insert final day of month being | | | | |
| | reported] | | | | |
| | Date | Method of transaction | Client code | Amount | |
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| | | | Total Outstanding | | |
| | | | Deposits | | |
| | | | | | |
| 7 | Book (Client Liability Account) | | | | |
| | Balance as of [insert final day of | | | | |
| | month being reported] | | | | |