

Account Balance Worksheet



FIRST COMMUNITY BANK
of Bedford County

Complete this form to figure out what's available in your old checking account to deposit into your new First Community Bank account.

Use this worksheet to balance your checkbook register with the balance shown on your most recent bank statement. Be as accurate as possible when completing this form. This worksheet will help you know what's available in your old checking account to deposit into your new First Community Bank account.

1. Enter your account balance shown on \$ _____
your checking statement. last statement balance

2. Enter deposits that do not appear on + \$ _____
your statement. total deposits
Include interest earned and deposits made
through ATMs and direct deposits.

Date Amount Date Amount Date Amount

3. Subtotal by adding steps 1 and 2. = \$ _____
last balance + deposits

4. Enter outstanding checks, transfers or -\$ _____
withdrawals not appearing on your statement. total outstanding debits
Include any debit card purchases, ATM
Withdrawals, automated payments and fees.

Date / Ck# Amount Date / Ck# Amount

5. Subtract step 4 from step 3. = \$ _____
This should match your checkbook checking account balance
register balance.

Print and retain this worksheet for your records.