



Hopewell Valley Community Bank Reconciliation Form

Start by balancing your existing account. Use the worksheet below to balance your checkbook register with the current checking account balance shown on your most recent bank statement for your old account.

Your Current Balance on your old checking account statement \$ _____

List Deposits that do not appear on your statement
(include interest earned, ATM deposits and direct deposits)

+ _____
+ _____
+ _____

Total Current Balance Plus Unposted Deposits \$ _____

List outstanding checks, transfers or withdrawals that do not appear
appear on your statement (include any debit card purchases, ATM
withdrawals, automatic debits, and any other fees and bank charges)

- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____

Total Current Balance Plus Unposted Deposits Less Outstanding Checks \$ _____
This figure should match your checkbook register for the account
you are closing.