

# SHARE CHECKING ACCOUNT RECONCILIATION

3241

## Outstanding Checks

Number	Amount		Number	Amount
Subtotal			Subtotal	
			TOTAL	

Ending balance shown on this statement \$ \_\_\_\_\_

Add deposits not shown on this statement \$ \_\_\_\_\_

Subtotal \$ \_\_\_\_\_

Deduct total outstanding checks \$ \_\_\_\_\_

Total adjusted ending balance \$ \_\_\_\_\_

*Adjusted ending balance shown above should agree with the balance in your checkbook.*

*Note: Be sure to deduct any charges, fees or withdrawals shown on your statement (but not in your checkbook) that may apply to your account. Also, be sure to add any dividends or deposits shown on your statement (but not in your checkbook) that apply to your account.*

