

Customer *Homer Garden* Bank Reconciliation as of *31-Aug-2020*

<p>Ending Checkbook Register Balance: <u>1,362.11</u></p> <p>Additions:</p> <table style="width: 100%;"> <tr> <td style="width: 15%;">Interest</td> <td style="width: 15%; text-align: right;">0.88</td> <td style="width: 10%;"></td> <td style="width: 10%; text-align: center;">+</td> <td style="width: 50%;"></td> </tr> <tr> <td>Other _____</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Other _____</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Other _____</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total Additions:</td> <td style="text-align: right;"><u>0.88</u></td> <td style="text-align: right;"><u>0.88</u></td> <td></td> <td></td> </tr> <tr> <td></td> <td style="text-align: right;">Subtotal:</td> <td style="text-align: right;"><u>1,362.99</u></td> <td></td> <td></td> </tr> </table> <p>Deductions:</p> <table style="width: 100%;"> <tr> <td style="width: 15%;">Bank service charge</td> <td style="width: 15%; text-align: right;">10.00</td> <td style="width: 10%;"></td> <td style="width: 10%; text-align: center;">-</td> <td style="width: 50%;"></td> </tr> <tr> <td>Other <i>ATM withdraw</i></td> <td style="text-align: right;">60.00</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Other <i>ATM fee</i></td> <td style="text-align: right;">2.50</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Other _____</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Other _____</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total Deductions:</td> <td style="text-align: right;"><u>72.50</u></td> <td style="text-align: right;"><u>72.50</u></td> <td></td> <td></td> </tr> <tr> <td></td> <td style="text-align: right;">Reconciled balance:</td> <td style="text-align: right;"><u>1,290.49</u></td> <td></td> <td></td> </tr> </table>	Interest	0.88		+		Other _____					Other _____					Other _____					Total Additions:	<u>0.88</u>	<u>0.88</u>				Subtotal:	<u>1,362.99</u>			Bank service charge	10.00		-		Other <i>ATM withdraw</i>	60.00				Other <i>ATM fee</i>	2.50				Other _____					Other _____					Total Deductions:	<u>72.50</u>	<u>72.50</u>				Reconciled balance:	<u>1,290.49</u>			<p>Ending Bank Statement Balance: <u>1,325.77</u></p> <p>Additions:</p> <table style="width: 100%;"> <tr> <td style="width: 15%;">Deposits in transit</td> <td style="width: 15%; text-align: right;">118.85</td> <td style="width: 10%;"></td> <td style="width: 10%; text-align: center;">+</td> <td style="width: 50%;"></td> </tr> <tr> <td>Other _____</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Other _____</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Other _____</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total Additions:</td> <td style="text-align: right;"><u>118.85</u></td> <td style="text-align: right;"><u>118.85</u></td> <td></td> <td></td> </tr> <tr> <td></td> <td style="text-align: right;">Subtotal:</td> <td style="text-align: right;"><u>1,444.62</u></td> <td></td> <td></td> </tr> </table> <p>Deductions:</p> <table style="width: 100%;"> <tr> <td style="width: 15%;">Outstanding checks</td> <td style="width: 15%; text-align: right;">154.13</td> <td style="width: 10%;"></td> <td style="width: 10%; text-align: center;">-</td> <td style="width: 50%;"></td> </tr> <tr> <td>Other _____</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Other _____</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Other _____</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Other _____</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total Deductions:</td> <td style="text-align: right;"><u>154.13</u></td> <td style="text-align: right;"><u>154.13</u></td> <td></td> <td></td> </tr> <tr> <td></td> <td style="text-align: right;">Reconciled balance:</td> <td style="text-align: right;"><u>1,290.49</u></td> <td></td> <td></td> </tr> </table>	Deposits in transit	118.85		+		Other _____					Other _____					Other _____					Total Additions:	<u>118.85</u>	<u>118.85</u>				Subtotal:	<u>1,444.62</u>			Outstanding checks	154.13		-		Other _____					Other _____					Other _____					Other _____					Total Deductions:	<u>154.13</u>	<u>154.13</u>				Reconciled balance:	<u>1,290.49</u>		
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Checks Outstanding	
Check number & date	Amount
511 12-Aug	44.80
512 19-Aug	109.33
Total:	154.13

Deposits in Transit	
Deposit & date	Amount
31 Aug (ATM)	118.85
Total:	118.85

- 1) Record cleared checks. Place a check mark (✓) next to checks that have cleared.
- 2) Identify outstanding checks. (Those are the checks *without* the check marks!) Write the outstanding checks in the area above labeled [Checks Outstanding].
- 3) Record deposits confirmed. Place a check mark next to the deposits that have been confirmed.
- 4) Identify deposits in transit. (Those are the deposits without the check marks!) Write the deposits in transit in the area above labeled [Deposits in Transit]. In practice, it is rare that you will have deposits that have not been confirmed.
- 5) Look for transactions that were accidentally left out of the check register! (These are the items that will sometimes make it difficult to reconcile.)
- 6) Reconcile!