

Customer *Wilma Buttfitt* Bank Reconciliation as of *30-Sep-2024*

<p>Ending Checkbook Register Balance: <u>1,053.37</u></p> <p>Additions:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Interest</td> <td style="width: 15%; text-align: right;">Amount</td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> </tr> <tr> <td></td> <td style="text-align: right;">0.22</td> <td></td> <td></td> <td style="text-align: center; border: 1px solid black; width: 30px;">+</td> <td></td> </tr> <tr> <td>Other _____</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Other _____</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Other _____</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total Additions:</td> <td style="text-align: right;"><u>0.22</u></td> <td style="text-align: right;">0.22</td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td style="text-align: right;">Subtotal:</td> <td style="text-align: right;"><u>1,053.59</u></td> <td></td> <td></td> </tr> </table> <p>Deductions:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Bank service charge</td> <td style="width: 15%; text-align: right;">Amount</td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> </tr> <tr> <td></td> <td style="text-align: right;">5.00</td> <td></td> <td></td> <td style="text-align: center; border: 1px solid black; width: 30px;">-</td> <td></td> </tr> <tr> <td>Other <i>ATM withdraw</i></td> <td style="text-align: right;">100.00</td> <td></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> <td></td> </tr> <tr> <td>Other _____</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Other _____</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total Deductions:</td> <td style="text-align: right;"><u>107.50</u></td> <td style="text-align: right;">107.50</td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td style="text-align: right;">Reconciled balance:</td> <td style="text-align: right;"><u>946.09</u></td> <td></td> <td></td> </tr> </table>	Interest	Amount						0.22			+		Other _____						Other _____						Other _____						Total Additions:	<u>0.22</u>	0.22						Subtotal:	<u>1,053.59</u>			Bank service charge	Amount						5.00			-		Other <i>ATM withdraw</i>	100.00					Other <i>ATM fee</i>	2.50					Other _____						Other _____						Total Deductions:	<u>107.50</u>	107.50						Reconciled balance:	<u>946.09</u>			<p>Ending Bank Statement Balance: <u>534.27</u></p> <p>Additions:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Deposits in transit</td> <td style="width: 15%; text-align: right;">Amount</td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> </tr> <tr> <td></td> <td style="text-align: right;">664.28</td> <td></td> <td></td> <td style="text-align: center; border: 1px solid black; width: 30px;">+</td> <td></td> </tr> <tr> <td>Other _____</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Other _____</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Other _____</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total Additions:</td> <td style="text-align: right;"><u>664.28</u></td> <td style="text-align: right;">664.28</td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td style="text-align: right;">Subtotal:</td> <td style="text-align: right;"><u>1,198.55</u></td> <td></td> <td></td> </tr> </table> <p>Deductions:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Outstanding checks</td> <td style="width: 15%; text-align: right;">Amount</td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> <td style="width: 15%;"></td> </tr> <tr> <td></td> <td style="text-align: right;">252.46</td> <td></td> <td></td> <td style="text-align: center; border: 1px solid black; width: 30px;">-</td> <td></td> </tr> <tr> <td>Other _____</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Other _____</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Other _____</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Other _____</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Total Deductions:</td> <td style="text-align: right;"><u>252.46</u></td> <td style="text-align: right;">252.46</td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td style="text-align: right;">Reconciled balance:</td> <td style="text-align: right;"><u>946.09</u></td> <td></td> <td></td> </tr> </table>	Deposits in transit	Amount						664.28			+		Other _____						Other _____						Other _____						Total Additions:	<u>664.28</u>	664.28						Subtotal:	<u>1,198.55</u>			Outstanding checks	Amount						252.46			-		Other _____						Other _____						Other _____						Other _____						Total Deductions:	<u>252.46</u>	252.46						Reconciled balance:	<u>946.09</u>		
Interest	Amount																																																																																																																																																																																				
	0.22			+																																																																																																																																																																																	
Other _____																																																																																																																																																																																					
Other _____																																																																																																																																																																																					
Other _____																																																																																																																																																																																					
Total Additions:	<u>0.22</u>	0.22																																																																																																																																																																																			
		Subtotal:	<u>1,053.59</u>																																																																																																																																																																																		
Bank service charge	Amount																																																																																																																																																																																				
	5.00			-																																																																																																																																																																																	
Other <i>ATM withdraw</i>	100.00																																																																																																																																																																																				
Other <i>ATM fee</i>	2.50																																																																																																																																																																																				
Other _____																																																																																																																																																																																					
Other _____																																																																																																																																																																																					
Total Deductions:	<u>107.50</u>	107.50																																																																																																																																																																																			
		Reconciled balance:	<u>946.09</u>																																																																																																																																																																																		
Deposits in transit	Amount																																																																																																																																																																																				
	664.28			+																																																																																																																																																																																	
Other _____																																																																																																																																																																																					
Other _____																																																																																																																																																																																					
Other _____																																																																																																																																																																																					
Total Additions:	<u>664.28</u>	664.28																																																																																																																																																																																			
		Subtotal:	<u>1,198.55</u>																																																																																																																																																																																		
Outstanding checks	Amount																																																																																																																																																																																				
	252.46			-																																																																																																																																																																																	
Other _____																																																																																																																																																																																					
Other _____																																																																																																																																																																																					
Other _____																																																																																																																																																																																					
Other _____																																																																																																																																																																																					
Total Deductions:	<u>252.46</u>	252.46																																																																																																																																																																																			
		Reconciled balance:	<u>946.09</u>																																																																																																																																																																																		

Checks Outstanding	
Check number & date	Amount
2013 7-Sep	165.00
2037 30-Sep	87.46
Total:	252.46

Deposits in Transit	
Deposit & date	Amount
30 Sep (ATM)	664.28
Total:	664.28

- 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!