

BANK RECONCILIATION

Bank Account _____

Balance per GL _____ (mo)								
Adjustments to General Ledger								
Total of Adjustments								
Reconciled Balance per GL								
Balance per Bank Statement _____ (mo)								
Add: Outstanding Deposits								
Date	Amount	Date	Amount	Date	Amount	Date	Amount	
Total Outstanding Deposits								
Less: Outstanding Cheques								
Chq.#	Chq. Amount	Chq.#	Chq. Amount	Chq.#	Chq. Amount	Chq.#	Chq. Amount	
Total Outstanding Cheques								
Reconciled balance per bank								



Compliments of:

Prepared by: _____

Reviewed by: _____

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