Bank Reconciliation

For Month and Year:				
Church Name:				
Which account if multiple?				
Balance per Bank Statement		\$	(1)	
ADD: Deposits Not recorded by	Bank			
\$				
\$				
\$				
\$		\$	(2)	
Less: Checks outstanding				
Ck No	\$			
Ck No	\$			
Ck No	\$			
Ck No	\$			
Ck No	\$			
Ck No	\$			
Ck No	\$			
Ck No	\$			
Ck No	\$			
Ck No	\$			
Ck No	\$			
Ck No	\$			
Ck No	\$			
Ck No	\$	A	(2)	
Ck No	\$	\$	(3)	
Adjusted Bank Balance (1 pl	us 2 minus 3)			\$ (4)
Balance per Church Ledger/Bala	\$	(5)		
(The computerized record, not co			, ` ,	
Add: Credits by Bank, not on Ch	urch Pocords			
\$	\$			
\$	\$			
\$	\$			
\$	\$			
\$	\$	\$	(6)	
Less: Charges by bank, not on C	hurch Rocards			
\$	ċ			
\$ \$	\$			
\$	\$			
\$	\$			
\$	\$			
\$	\$			
\$	\$			
\$	\$			
\$	\$	\$	(7)	
			· · /	
Adjusted Church Record Balanc	e (5 plus 6 minus 7)			\$ (8)

NOTE: NUMBERS 4 AND 8 SHOULD BE THE SAME