|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  (Name of Local Association)  **Bank Reconciliation**  As of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_\_ | | | | | | | |
| Bank Statement Balance | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_(1) | | | Checkbook Balance | $\_\_\_\_\_\_\_\_\_\_\_\_\_(2) | | |
|  |  | | |  |  | | |
| Plus Deposits in Transit: |  | | | Plus Additions/Corrections: |  | | |
| Date | Amount | | | Description | Amount | | |
|  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
|  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
|  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| Sub-Total Deposits | $\_\_\_\_\_\_\_\_\_\_\_\_\_(3) | | | Sub-Total Additions | $\_\_\_\_\_\_\_\_\_\_\_\_\_(4) | | |
|  |  | | |  |  | | |
| Total-Bank Balance plus Deposits | | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | Total-Checkbook plus Additions | | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| (Lines 1 + 3) |  | | | (Lines 2 + 4) |  | | |
|  |  | | |  |  | | |
| Less Outstanding Checks: |  | | | Less Service Charges & Corrections: | | | |
| Number | Amount | | | Description | Amount | | |
|  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
|  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
|  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
|  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
|  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
|  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
|  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |  | $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| Sub-Total Outstanding Checks | $\_\_\_\_\_\_\_\_\_\_\_\_\_(5) | | | Sub-Total Deductions | $\_\_\_\_\_\_\_\_\_\_\_\_\_(6) | | |
| (These Amounts Must Agree)  Adjusted Bank Statement Balance  (Lines 1 + 3 – 5) | | | **$\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | Adjusted Checkbook Balance  (Lines 2 + 4 – 6) | | | **$\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |