SHARE DRAFT RECONCILEMENT LIST OF OUTSTANDING CHECKS

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PERIOD ENDING
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1. Subtract from your check register any charges or fees appearing on this statement which you have not previously deducted.
2. Enter statement balance here.
$\$$
3. Enter deposits made later than the date of this statement.
4. Total
5. Check off in your register each of the checks paid \& list the numbers \& amounts of those not paid.
6. Subtract total checks outstanding.
7. This amount should equal your check register balance.
