SHARE DRAFT RECONCILEMENT

LIST OF OUTSTANDING CHECKS

TOTAL PERIOD ENDING	NUMBER AMOUNT				
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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	TOTAL				
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	PERIOD ENDING _			20	
3. Enter deposits made later than	any charges or fees a this statement which y	ppearing on			:
	2. Enter statement balance here.		\$		
	Enter deposits made later than the date of this statement.		+		
+			<u>+</u>		
<u>+</u>			+		
4. Total \$	4. Total		\$		
Check off in your register each of the checks paid & list the numbers & amounts of those not paid.	the checks paid & list t	he numbers			
Subtract total checks outstanding. This amount should equal your check					

register balance.