

ACCOUNT RECONCILIATION

Checks Outstanding		Deposits Not on Statement			Before reconciling - deduct any service charges or other debit charges on the statement from your checkbook balance - add any interest credits or other credits to your checkbook.
Number	Amount	Date	Amount		
					Last Balance on Statement _____ Add Deposits Not on Statements + _____ Total _____ Deduct Outstanding Checks - _____ Checkbook Balance _____ Total and Checkbook Balance should be equal Please check your statement carefully and report any errors to People's Credit Union 800.498.8930
Total		Total			