



Checkbook Balancing Worksheet

Outstanding Checks or Withdrawals

Date or Number	Amount	
Total		

Checkbook Reconciliation

ENTER

BALANCE THIS STATEMENT

ADD

RECENT DEPOSITS

(NOT CREDITED ON THIS STATEMENT)

TOTAL \$

SUBTRACT

OUTSTANDING CHECKS

BALANCE

*

*** Note** This number should agree with your own checkbook balance. Remember to add interest earned and deduct charges included on your statement and enter those in your checkbook register.