Balancing Your Checkbook

BALANCING YOUR CHECKING ACCOUNT

Before you start, please be sure you enter any interest earned, automatic transactions or bank charges including those shown on your current statement in your checkbook.

A. Enter deposits not shown on your current statement

date of deposit	$ amount

A. Total Deposits $

B. Enter all checks, withdrawals and bank charges not shown on your current statement

outstanding check number(s), debit card withdrawals, online bill payments, etc	$ amount

B. Total Withdrawals $

Follow instructions below to compare transactions recorded on your statement with those in your checkbook

NEW BALANCE
shown on your current statement $________

PLUS
A. Total Deposits $________

EQUALS $________

MINUS
B. Total Withdrawals $________

EQUALS
your current checkbook balance $________

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