CHECKING RECONCILEMENT

This form will assist you in balancing your checking account.

Credit Union *of* Southern California
Committed to World-Class Service and Convenience

List checks outstanding not charged to your checking account

CHECK #	AMOUNT	CHECK #	AMOUNT
	$		$
		TOTAL ▶	

Statement Date: _____

1) **Subtract** from your checking register any charges listed on this checking statement which you have not previously deducted from your balance. Also, **add** any dividend.

2) **Enter** checking balance shown on this statement here.		$
3) **Enter** deposits made later than the ending date on this statement.	+	$
	+	$
	+	$
TOTAL (2 plus 3) ▶		$

4) In your check register, **check off** all checks paid and, in the area provided at left, **list** numbers, and amounts of all unpaid checks.

5) **Subtract** total checks outstanding.	−	$
6) This amount should equal your check register balance.		$

IF YOU DO NOT BALANCE:

1) Verify additions and subtractions above and in your check register.
2) Compare the dollar amounts of checks listed on this statement with the check amounts listed in your check register.
3) Compare the dollar amounts of deposits listed on this statement with the deposit amounts recorded in your check register.

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