Checkbook Balance

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1 Verify the closing date and balance from the last statement that you received from the bank.

Bank Statement Closing Date: _____

Bank Statement Closing Balance: _____

2 Record any payments that were made after the closing date.

Did you make any payments from your checking account since the closing date? Is so, record them below. If none were made, skip to step 3.

Check No or Payment	Amount	Check No or Payment	Amount
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____		
		Total of Payments:	_____

3 Record any deposits that were made after the closing date.

Were any deposits made into your checking account after the closing date? If so, record them below. If none were made, skip to step 4.

Deposit Date	Amount	Deposit Date	Amount
_____	_____	_____	_____
_____	_____	_____	_____
		Total Deposits:	_____

4 Calculate your current account balance.

The balance shown below should match your check register balance. If the two balances do not match, check for errors in your check register.

The balance from your bank statement: _____

The total payments made after the closing _____

The total deposits made after the closing date: _____

Your current account balance is: _____