

reconciling an account

use the bank statement, the check register, and the reconciliation worksheet on the following page to balance this checkbook.

| | THIS STATEMENT 6/20/01 through 7/ | | | | |
|---------------------------------|---|-------|-------------|--|--|
| CHECKING ACCOUNT 0471-678 | Previous Statement Balance On 6/19/01 Total of 1 Deposits For Total of 6 Withdrawals For Total Service Charges | | | 150.67 1200.00 + 1246.98 - 0.00 - | |
| | New Balance | | | 103.69 + | |
| CHECKS AND | | CHECK | DATE PAID | AMOUNT | |
| OTHER DEBITS | | 161 | 6/21 | 216.30 | |
| | | 162 | 6/26 | 82.87 | |
| | | 163 | 6/29 | 1000.00 | |
| | ATM Withdrawal #00281 at ATM #423A | 1 | 6/18 | 35.00 | |
| | ATM Withdrawal #00476 at ATM #426E | 3 | 6/25 | 20.00 | |
| | Check Card #00586 Foodland EFT | | 6/18 | 55.00 | |
| | Check Card #01275 EZ-Shoppe | | 6/26 | 54.11 | |
| DEPOSITS AND | | | DATE POSTED | AMOUNT | |
| OTHER CREDITS | Transfer from 4039-557 at ATM #423C | | 6/23 | 1200.00 | |

| CHECK DATE | | DESCRIPTION | TRANSAC | TRANSACTION | | DEPOSIT | | BALANCE | |
|------------|------|-------------------------|---------|-------------|------|---------|------|----------|--|
| NO. | | | IUOMA | AMOUNT | | AMOUNT | | 366 97 | |
| 161 | 6/4 | Sound Out | 216 | 30 | | | 216 | 30 | |
| | | new tape deck | | | | | 150 | 67 | |
| ATM 6/18 | 6/18 | withdrawal | 35 | 00 | | | 35 | 00 | |
| | | spending money | | | | | 115 | 67 | |
| ChkCrd | 6/18 | Check Card | 55 | 00 | | | 55 | 00 | |
| | | Foodland Groceries | | | | | 60 | 67 | |
| ATM | 6/23 | deposit | | | 1200 | 00 | 1200 | 00 | |
| | | transfer from savings | | | | | 1260 | 67 | |
| 162 | 6/24 | Racy's | 82 | 87 | | | 82 | 87 | |
| | | new clothes | | | | | 1177 | 80 | |
| ATM | 6/25 | withdrawal | 20 | 00 | | | 20 | 00 | |
| | | movie and pizza | | | | | 1157 | 80 | |
| 163 | 6/26 | Woodland Apt's. | 1000 | 00 | | | 1000 | 00 | |
| | | rent for everyone | | | | | 157 | 80 | |
| ChkCrd | 6/26 | E-ZShoppe | 54 | 11 | | | 54 | 11 | |
| | | groceries | | | | | 103 | 69 | |
| 164 | 7/5 | CD Place | 26 | 31 | | | 26 | 31 | |
| | | acct. #7M3406 | | | | | 77 | 38 | |
| 165 | 7/14 | Lucasfilm, Ltd. | 10 | 00 | | | 10 | 00 | |
| | | "Monkey Island" T-shirt | | | | | 67 | 38 | |
| ATM | 7/19 | deposit | | | 253 | 17 | 253 | 17 | |
| | | pay check | | | | | 320 | 55 | |
| | | | | | - | | _ | <u> </u> | |

| ITEMS OUTSTANDING | | enter | |
|-------------------|--------|--|----------------|
| NUMBER | AMOUNT | The New Balance shown on your statement | \$ |
| | | add | |
| | | Any deposits or transfers listed in your register that are not shown on your statement | \$ \$ \$ |
| | | total | + \$ |
| | | calculate the subtotal | \$ |
| | | r subtract | |
| | | Your total outstanding checks and withdrawals | - \$ |
| | | calculate the ending bala | nce |
| TOTAL | | This amount should be the same as the current balance | |
| | | in your check register | Ş |

use the reconciliation worksheet above to answer the following questions:

- 1. What is the new balance shown on the statement?
- 2. What is the total amount of deposits listed in the check register but not shown on the statement?
- 3. What is the sum of the new balance and the deposits not shown on the statement?
- 4. What is the total amount of outstanding checks and withdrawals?
- 5. What is the ending balance?