## **Balance Your Account**

## **Checks Outstanding**



Check No. Amount	1	
	Checks off (√) checks ap	
	your statement. Those checked off (✓) should b	
	in the checks outstanding	
	2	
	Enter your	Notes
	checkbook balance	Notes
		<del></del>
	Add any credits	
	made to your account through	
	transfers, interest, etc. as shown on	
	this statement.	
	······· (Be sure to enter	
	these in your	
	checkbook.)	
	Subtotal	
	Subtract account	
	fees (if any)	
	Adjusted checkbook balance	
	3	A
	Bank balance shown	
	on this statement	
	Add deposits shown	
	in your checkbook, but not shown on this	
	statement, because	
	they were made and recieved after date of	
	this statement.	
Total	Subtotal	
We suggest you retain this statement your records.	<b>Subtract</b> checks outstanding	
	Adjusted bank balance	В

Your checkbook is in balnce if line  ${\bf A}$  agrees with line  ${\bf B}$ .