

Account Balance Calculation Worksheet


Follow the steps below to reconcile your statement balance with your account register balance. Be sure that your register shows any interest paid into your account and any service charges, automatic payments or ATM transactions withdrawn from your account during the statement period.

A Enter the ending balance on your statement. \$ _____

B List outstanding deposits and other credits to your account that do not appear on the statement.

Date	Amount	Date	Amount	Date	Amount


Enter the total outstanding credits: \$ _____

C Add **A** and **B** to calculate the subtotal.  + \$ _____

D List outstanding checks, withdrawals, and other debits to your account that do not appear on the statement.

Check # / Description	Amount	Check # / Description	Amount

Enter the total outstanding debits: \$ _____

E Subtract **D** from **C** to calculate the adjusted ending balance. This amount should be the same as the current balance shown in your register.  = \$ _____