



Bank Reconciliation Form

Date	_____	Month Ended	_____
Prepared by	_____	Bank Account	_____
		EIN#	_____
Balance per Bank	_____		
Less Outstanding Checks	_____		
Plus Deposits in Transit	_____		
Adjusted Bank Balance	_____	Balance per books	_____

Adjustments

Error in Deposit Amount	_____
Error in Check Amount	_____
Returned Items or NSF's	_____
Bank Charges	_____
Interest	_____
Other	_____

Adjusted Book Balance	_____
Unreconciled Difference	_____