checking reconcilement form

ume federal credit union

▼ LIST CHECKS OUTSTANDING (NOT CHARGED) TO YOUR CHECKING ACCOUNT

CHECK NUMBER	AMOUNT	CHECK NUMBER	AMOUNT
	$		$
	$		$
	$		$
	$		$
	$		$
	$		$
	$		$
	$		$
	$		$
	$		$
	$		$
	$		$
	$		$
	$		$
	$		$
	$		$
	$		$
	$		$
	$		$
	$		$
	$	TOTAL CHECKS OUTSTANDING ▶	$

SUBTRACT FROM YOUR CHECK REGISTER ANY CHARGES LISTED ON YOUR STATEMENT WHICH YOU HAVE NOT PREVIOUSLY DEDUCTED FROM YOUR BALANCE. ALSO, ADD ANY DIVIDEND NOT PREVIOUSLY INCLUDED.

1) ENTER YOUR ENDING BALANCE AS SHOWN ON YOUR STATEMENT		$
2) ENTER DEPOSITS MADE LATER THAN THE ENDING DATE ON YOUR STATEMENT	+	$
	+	$
	+	$
	+	$
	+	$
	+	$
	TOTAL ▶	$
3) USE THE AREA PROVIDED ON THE LEFT OF THIS PAGE TO LIST ANY OUTSTANDING CHECKS THAT DO NOT APPEAR ON YOUR STATEMENT		
4) SUBTRACT TOTAL CHECKS OUTSTANDING (from total listed on the left of this page)	−	$
THIS AMOUNT SHOULD EQUAL YOUR CHECK REGISTER BALANCE		**$**

If you do not balance:

> Verify that the addition and subtraction in you check register was done correctly.

> Verify that each check was entered in your check register for the correct amount.

To request a legible copy of a check, please call the credit union at 818) 238.2900.

NCUA Your savings federally insured to at least $250,000 and backed by the full faith and credit of the United States Government. National Credit Union Administration, a U.S. Government Agency.

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