## Form 8.3 – Checkbook Balancing

Month:

**CHECKBOOK BALANCING FORM**

| OUTSTANDING DEPOSITS (Not included in your statement) | | OUTSTANDING CHECKS (Not included in your statement) | | STEPS: |
|---|---|---|---|---|
| DATE | AMOUNT | CHECK# | AMOUNT | 1) Ending balance from your bank statement (this amount will already include any interest earned and bank fees deducted)<br>$<br><br>2) Add total outstanding deposits<br>+<br><br>3) Subtract total outstanding checks<br>-<br><br>4) New balance<br>(Should equal checkbook balance)<br>$ |
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