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) $ 2) Add total outstanding deposits + 3) Subtract total outstanding checks - 4) New balance (Should equal checkbook balance) $