

Bank reconciliation

Month February 2005

Account Relief Unlimited, Port Jabel, Account No.83988

Bank balance from bank statement at end of month 569,570

Less payments shown in cash book but not on bank statement

1.	Cheque No 25007	13,300	
2.			
3.			
		Sub total	13,300

Plus receipts shown in cash book but not on bank statement

1.	Cheque credit	500,000	
2.			
3.			
		Sub total	500,000

Other adjustments

1.	None	0	
2.			
3.			
		Sub total	0

Bank charges would be included here if the accounts were closed before the bank statement was received

Adjusted balance from bank statement, A - B + C + D 1,056,270

Bank balance at end of month from cash book 1,056,270

If E = F, the Cash book and the Bank statement are reconciled

Prepared by			
	Name	Position	Date

Checked by			
	Name	Position	Date

Bank reconciliation

Month **March 2005**

Account **Relief Unlimited, Port Jabel, Account No.83988**

Bank balance from bank statement at end of month **2,527,320**

Less payments shown in cash book but not on bank statement

1. Cheque No 25017	2,400,000
2.	
3.	
Sub total	2,400,000

Plus receipts shown in cash book but not on bank statement

1. Paying in reference 202	25,000,000
2.	
3.	
Sub total	25,000,000

Other adjustments

1. None	0
2.	
3.	
Sub total	0

Bank charges would be included here if the accounts were closed before the bank statement was received

Adjusted balance from bank statement, A - B + C + D **25,127,320**

Bank balance at end of month from cash book **25,127,320**

If E = F, the Cash book and the Bank statement are reconciled

Prepared by				
	Name	Position	Date	Signature

Checked by				
	Name	Position	Date	Signature

A

B

C

D

E

F

A

B

C

D

E

F