YEAR-END REPORT NO. 11, BANK RECONCILIATION 7967

(Revised 03/11)

This report will be prepared by departments in accordance with SAM section 7923 requirements for monthly bank reconciliations. Report No. 11 is not submitted to the SCO, but it is kept on file with other year-end reports for audit purposes.

A sample of Report No. 11, Bank Reconciliation, is shown in the 7967 Illustration.

(Revised 03/02)

Report No. 11

Agency Name and Number
RECONCILIATION OF GENERAL CHECKING ACCOUNT, NO. _____
As of June 30, 20 ___

	Balance as of May 31, 20__	Receipts ADD	Disbursements DEDUCT	Balance as of June 30, 20__
Balance Per Bank Statement	$440,000.00	$5,000,000.00	$5,100,000.00	$340,000.00
Deposits in Transit:				
May 31, 20__	50,000.00	-50,000.00		0.00
June 30, 20__		80,000.00		80,000.00
Outstanding Checks:				
May 31, 20__	-40,000.00		-40,000.00	0.00
June 30, 20__			120,000.00	-120,000.00
Other Reconciling Items:				
1. Ck #452-671110 for $50,000.00, Redeemed for $40,000.00			10,000.00	-10,000.00
ADJUSTED BANK BALANCE	$450,000.00	$5,030,000.00	$5,190,000.00	$290,000.00
Detail of Agency Records				
General Cash Accounts				
Fund ####	$123,400.00	$3,123,200.00	$3,198,100.00	$48,500.00
Fund ####	99,400.00	125,000.00	177,200.00	47,200.00
Fund ####	118,400.00	1,708,300.00	1,769,700.00	57,000.00
Total General Cash	$341,200.00	$4,956,500.00	$5,145,000.00	$152,700.00
Revolving Fund Cash	8,800.00	8,500.00	10,000.00	7,300.00
Agency Trust Fund Cash	100,000.00	65,000.00	35,000.00	130,000.00
TOTALS, GENERAL CHECKING ACCOUNT	$450,000.00	$5,030,000.00	$5,190,000.00	$290,000.00

Prepared by: _____ *Date:* _____
Reviewed by: _____ *Date:* _____

7967 Illustration