

SAM—RECONCILIATIONS AND REPORTS

YEAR-END REPORT NO. 11, BANK RECONCILIATION (Revised 6/14)

7967

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 financial reports for audit purposes.

A sample of Report No. 11, Bank Reconciliation, is shown in the [7967 Illustration](#).

SAM—RECONCILIATIONS AND REPORTS

(Revised 06-14)

AGENCY NAME AND NUMBER GENERAL CHECKING ACCOUNT RECONCILIATION, NO. ____ For Period Ending June 30, 20 ____				Report No. 11
	Beginning Balance as of May 31, 20__	Receipts ADD	Disbursements DEDUCT	Ending Balance as of June 30, 20__
PER CONTROLLER'S 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
SCO Reconciling Items:				
1. Ck #452-671110 for \$50,000.00, Redeemed for \$40,000.00			10,000.00	-10,000.00
ADJUSTED SCO 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 #####	217,800.00	1,833,300.00	1,946,900.00	104,200.00
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
TOTAL BOOK BALANCE	450,000.00	5,030,000.00	5,190,000.00	290,000.00
Cash Reconciling Items:				0.00
ADJUSTED BOOK BALANCE	\$450,000.00	\$5,030,000.00	\$5,190,000.00	\$290,000.00
Prepared by: _____	Date: _____			
Reviewed by: _____	Date: _____			

7967 Illustration