

Your Personal Reconciliation Worksheet

The worksheet below will assist you in balancing your Everyday Banking statement.
 Use this worksheet to show the totals of any amounts added (deposited) to or amounts deducted (withdrawn) from your account since the date of this statement, to calculate your current balance.

Closing Balance \$ _____
 The closing balance of your account as reported in this statement

Deposits


List all amounts not appearing on the statement, i.e., ABM deposits, direct deposits, etc.

Date	Amount	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total	\$ _____	

Adjusted Balance = \$

Withdrawals

List all (withdrawn) amounts not appearing on the statement, i.e., cheques, withdrawals, direct purchases, preauthorized payments

No. or Date	Amount	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	
Total	\$ _____	

Current Account Balance = \$