

This form is provided to help you balance your Share Draft account.

Using the column marked (✓) in your Share Draft register, check off all deposits and withdrawals that appear on the front of your statement in the Share Draft section. Remember to enter in your register any automatic deposits or withdrawals and any credits (include interest if shown on statement) or charges that you have not yet recorded.

Share Draft Reconciliation

- 1 Enter ending balance shown on the statement. \$ _____
- 2 Add any deposits not shown on the statement. \$ _____
- _____
- _____
- _____
- _____
- _____
- _____
- _____
- 3 Add total of lines 1 and 2. _____
- 4 Subtract any items or withdrawals not shown on
the statement. (From right) _____
- 5 This should be your present Share Draft register
balance. If not, the most common mistake is an
error in arithmetic. \$ _____

Schedule of Items Outstanding	
Item Number	Amount
	\$
Total of Outstanding Items	\$