# ILLUSTRATION 7967

(Revised 11/2022)

**Agency/Department Name and Number**

**Bank Reconciliation for Account XXX, Report No. 11**

**For Period Ending June 30, 20XX**

| **Description** | **Beginning Balance as of May 31, 20XX** | **Receipts**  **ADD** | **Disbursements**  **DEDUCT** | **Ending Balance as of June 30, 20XX** |
| --- | --- | --- | --- | --- |
| **PER CONTROLLER’S STATEMENT** | **$440,000.00** | **$5,000,000.00** | **$5,100,000.00** | **$340,000.00** |
|  |  |  |  |  |
| Deposits in Transit: |  |  |  |  |
| May 31, 20XX | 50,000.00 | -50,000.00 |  | 0.00 |
| June 30, 20XX |  | 80,000.00 |  | 80,000.00 |
|  |  |  |  |  |
| Outstanding Checks: |  |  |  |  |
| May 31, 20XX | -40,000.00 |  | -40,000.00 | 0.00 |
| June 30, 20XX |  |  | 120,000.00 | -120,000.00 |
|  |  |  |  |  |
| SCO Reconciling Items: |  |  |  |  |
| Check #452-671110 for $50,000, Redeemed for $40,000. |  |  | 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: |  |  |  |  |
| Fund XXXX General Cash | $123,400.00 | $3,123,200.00 | $3,198,100.00 | $48,500.00 |
| Fund XXXX General Cash | 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:** |  |  |  |  |
|  |  |  |  |  |
| **ADJUSTED BOOK BALANCE** | **$450,000.00** | **$5,030,000.00** | **$5,190,000.00** | **$290,000.00** |

Preparer Name, Signature, and Date:

Reviewer Name, Signature, and Date: