**Bank Account Reconciliation**

Property Name:

Bank Name:

Account Number:

For Month Of:

| Bank | General Ledger |
| --- | --- |
| Ending balance  Per Bank Statement $ Add:Deposits in Transit Date Amount $  $  $  Total $ Subtract:Outstanding checks (see tape) $ Subtract:Deposits posted after cut-off Date Amount $  $  $  Total $ Adjusted Bank Balance $  | Unadjusted G/L Balance $ Add (Subtract):Reconciling Items Date Amount $  $  $  $  $  $  $  Total $ Adjusted G/L Balance $  |

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