P.O. Box 3003
Los Alamitos, CA 90720-1303
800.426.1917 | SouthlandCU.org

Southland CREDIT UNION

CHECKING RECONCILIATION

This form is provided to assist you in balancing your checking account.

PERIOD ENDING	/ /

LIST CHECKS OUTSTANDING NOT CHARGED TO YOUR CHECKING ACCOUNT			
CHECK NUMBER	AMOUNT	CHECK NUMBER	AMOUNT
		TOTAL OUTSTANDING CHECKS	

1.	Subtract from your check register any charges listed on the statement which you have not previously deducted from your balance. Also, add any dividends.	
2.	Enter check balance shown on the statement here.	$
3.	Enter deposits made later than the ending date on the statement.	+ $
		+ $
		+ $
	Total (2 plus 3)	$
4.	In your check register, check off all checks paid and in area provided above, list numbers and amounts of all unpaid checks.	
5.	Subtract total checks outstanding.	− $
6.	This amount should equal your check register balance.	$

IF YOU DO NOT BALANCE

1. Verify additions and subtractions here and in your check register;
2. Compare the dollar amounts of checks listed on the statement with the check amounts listed in your check register;
3. Compare the dollar amounts of deposits listed on the statement with the deposit amounts recorded in your check register.

A legible copy of a check is available for free in Digital Banking. If you need assistance, please call the credit union at 800.426.1917.