HIWAY FEDERAL CREDIT UNION
111 Empire Drive
St. Paul, MN 55103
651.291.1515 | 800.899.5626
hiway.org

Checking Reconciliation Form

PLEASE RECONCILE YOUR CHECKING ACCOUNT MONTHLY

RECONCILE THRU THE LAST CHECK, OR ENTRY WHICH IS SHOWING ON THIS STATEMENT

A1. In your check register, check off each check or other debit listed on this statement. If you have checks or entries which are not listed on this statement, list the amount in the table below.

NUMBER	AMOUNT	✓	NUMBER	AMOUNT	✓

TOTAL ACCOUNT OUTSTANDING CHECKS/DEBITS (ENTER ON LINE 4) ____

B1. $_____ ENTER ENDING BALANCE FROM FRONT OF STATEMENT

2. +_____ ADD ANY DEPOSITS MADE IN YOUR CHECK REGISTER AFTER PERIOD CLOSING DATE SHOWN ON FRONT, WHICH ARE NOT ON THIS STATEMENT

3. $_____ SUB TOTAL

4. -_____ SUBTRACT TOTAL OF OUTSTANDING CHECKS/DEBITS

5. $_____ ACCOUNT BALANCE

C6. $_____ YOUR REGISTER BALANCE BEFORE DIVIDEND

7. +_____ ADD DIVIDENDS/DEPOSITS THAT ARE ON THIS STATEMENT BUT YOU HAVE NOT ENTERED ON YOUR REGISTER

8. -_____ DEDUCT CHARGES, WITHDRAWALS, FEES, ETC. WHICH ARE ON STATEMENT BUT NOT IN YOUR REGISTER

9. $_____ ADJUSTED BOOK BALANCE

NOTE: LINE 5 AND LINE 9 MUST AGREE

IMPORTANT: MAKE ENTRIES IN YOUR REGISTER FOR ITEMS LISTED IN LINE 7 AND 8.