BRIDGETON ONIZED
FEDERAL CREDIT UNION

2550 S. Main Rd. • Vineland, NJ 08360 (856) 692-4000 • Toll Free 888-896-4007

Checks Outstanding

Check No.	Amount	
Total		

How to Reconcile Outstanding Checks

ENTER
The ending balance from your statement $_____

ADD
Any deposits made, but not shown, on this statement $_____

CALCULATE
Sub-Total $_____

SUBTRACT
The total Checks Outstanding from the chart $_____

CALCULATE
The final balance. This amount should be the balance shown in your check register $_____

Reconcile your statement to your check register using this form.

If it doesn't balance:

-Verify additions and subtractions on the form and in your check register.

-Make sure the dollar amount of the checks listed in your statement are the same as those recorded in your check register.

Trust Your Bank...*For Generations*