HOW TO RECONCILE YOUR CHECKBOOK BALANCE TO THE STATEMENT BALANCE. PLEASE FOLLOW THE NUMBER SEQUENCE

1 Enter Balance in Checkbook

_____

2 Add all Ready Reserve transfers made during the month

_____

3 Add all interest paid this statement

_____

4 Subtract all bank charges and the posted Ready Reserve payment appearing on this statement (if not already deducted)

_____

TOTAL

5 Outstanding Checks

Check No.	Amount	