

## Report on Extraclassroom Activity Account Reconciliation of Cash Balances

REPORT AS OF \_\_\_\_\_, 20\_\_\_\_

Name of School

## CHECKING ACCOUNT

BANK STATEMENT BALANCE END OF MONTH \$ \_\_\_\_\_

Less total outstanding checks \_\_\_\_\_

Net balance in bank \_\_\_\_\_

Amount of receipts not deposited (add) \_\_\_\_\_

BOOK BALANCE END OF MONTH S \_\_\_\_\_

## OTHER ACCOUNTS

Petty Cash Funds (add) \$ \_\_\_\_\_

**Certificates of Deposit (add)**

Savings Account (add) \_\_\_\_\_

CASH BALANCE END OF MONTH \$ \_\_\_\_\_

\_\_\_\_\_, 20

## CENTRAL TREASURER

This account was audited for the period \_\_\_\_\_, 20\_\_ to \_\_\_\_\_, 20\_\_, and found to be correct.

**FACULTY AUDITOR**  
Extraclassroom Activity Fund