

Bank reconciliation sample exercise - September 2019



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SwapPod Pty Ltd has provided its bank statement and cash transactions. Use the following information to complete a bank reconciliation statement.

There is a deposit in transit of \$2100.

Bank statement					
Date	Disbursements		Deposits	Other	Balance
1 January 2019					4300
3	Chq #365	450			3850
6			7400		11250
7	Chq #366	245			11005
9	Chq #370	100			10905
10	Chq #368	35			10870
11			1400		12270
14	Chq #371	300			11970
15	Chq #375	50			11920
16	Chq #372	122			11798
18	Chq #373	175			11623
20			2000		13623
21	Chq #374	250			13373
22	Chq #376	500			12873
22				15	12858
24	Chq #377	85			12773
28			1500		14273
30	Chq #378	45			14228
31				58	14286

Cash account			
Debits		Credits	
1 January - Bal	6400	1 Jan Chq #365	450
6 Jan	7400	2 Jan Chq #366	245
19 Jan	2000	3 Jan Chq #367	150
27 Jan	1500	4 Jan Chq #368	35
		4 Jan Chq \$369	250
		6 Jan Chq #370	100
		10 Jan Chq #371	300
		11 Jan Chq #372	122
		12 Jan Chq #373	175
		13 Jan Chq #374	250
		14 Jan Chq #375	50
		15 Jan Chq #376	500
		19 Jan Chq #377	85
		20 Jan Chq #378	45
31 Jan balance	14543		

SOLUTION GUIDE

To self-check your work, final figure you want is \$15,986

Bank Reconciliation - tip sheet



Step 1

Match/tick off deposits and withdrawals on the bank statement & cash journal

Step 2

Adjust the bank statement balance

Start with Bank Balance @ end of period

ADD:
Deposits in transit

SUBTRACT:
Outstanding (not yet deposited) cheques
Bank errors - may be added or subtracted

= Adjusted bank balance

Step 3

Adjust the cash book balance

Start with Cash Balance @ end of period

ADD:
Unrecorded deposits
Interest income or dividends

SUBTRACT:
Bank fees and charges
Journal entry errors - may be added or subtracted

= Adjusted cash balance

Step 4

Both adjusted balances should match - if not - go back to step 1