

BANK RECONCILIATION - 31 March 2018

	£	£
Balance per bank statement at 31 March 2018		26,656.84
Add: outstanding receipts		
		-
Less: outstanding payments		
Cheque: 101654	290.00	
Cheque: 101674	68.00	
Cheque: 101679	25.32	
Cheque: 101681	42.00	
		425.32
Balance per cashbook at 31 March 2018		26,231.52

Outstanding receipts

This should include any amounts received which have been recorded in the cashbook as being received in the period to 31 March 2018 but which appear on the bank statement after 31 March 2018.

Outstanding payments

This should include any amounts paid which have been recorded in the cashbook as being paid in the period to 31 March 2018 but which appear on the bank statement after 31 March 2018.