

Account Balance Worksheet

Use the worksheet below to balance your checkbook register with the checking account balance shown on your most recent bank statement. If you need additional space, use the back of this form or an additional sheet. Be as accurate as possible when completing this form. This worksheet will help you know what's available in your old checking account to deposit into your new First Citizens account.

1. Write your account balance shown on your checking statement.

\$ _____
Last statement balance

2. List deposits that do not appear on your statement.

Include interest earned and deposits made through ATMs and direct deposits.

Date	Amount	Date	Amount	Date	Amount
_____	_____	_____	_____	_____	_____

+ \$ _____
Total deposits

3. Subtotal by adding steps 1 and 2.

= \$ _____
Last balance + deposits

4. List outstanding checks, transfers or withdrawals that do not appear on your statement.

Include any debit card purchases, ATM withdrawals, automated payments and fees.

Date/Check#	Amount	Date/Check#	Amount	Date/Check#	Amount
_____	_____	_____	_____	_____	_____

-\$ _____
Total outstanding debits

5. Subtract step 4 from step 3. This should match your checkbook register balance.

= \$ _____
Checking account balance

Retain this worksheet for your records.