

STUDENT WORKSHEETS

PART I – CHECKBOOK RECONCILIATION

Directions: Record checks, record a bankcard payment, and record an ATM transaction, and record deposits in the checkbook. Include the date, description, amount of each entry, and calculate the balance daily.

- September 29: \$534.63 is your starting balance in your checkbook X
- September 30: You spent \$345.83 at Kroger for groceries. X
- October 1: You earned \$1,534.63 at your job. X
- October 1: You spend \$680.00 for rent. X
- October 2: You take \$60 from the ATM. X
- October 3: You pay for cable to Xfinity for \$225.67 X
- October 4: You spend \$189.62 at Nike. X
- October 5: You pay \$151.97 for your phone bill to AT&T. X
- October 8: You pay \$328.19 for your car payment. X
- October 8: You spend \$26.84 at Olive Garden. X
- October 9: You earn \$50.00 for raking leaves. X
- October 10: You pay \$63.26 for your credit card bill. X
- October 12: You spend \$9.67 at McDonalds for food. X
- October 14: You earned \$1,534.64 at your job. X
- October 16: You pay for your car insurance to State Farm for \$160.22. X
- October 16: You spend \$189.51 at Belle Tire for two new tires. X
- October 18: You spend \$61.22 for gas at Speedway. X

DATE	DESCRIPTION	TRANSACTION AMOUNT (-)	DEPOSIT AMOUNT (+)	BALANCE
9-29	balance		\$534.63	\$534.63
9-30	Kroger groceries	\$345.83		\$188.80
10-01	earned \$ at job		\$1,534.63	\$1723.43
10-01	paying rent	\$680.00		\$1043.43
10-02	taking from ATM	\$60.00		\$983.43
10-3	xfinity cable	\$225.67		\$757.76
10-4	spend money at Nike	\$189.62		\$568.14
10-5	pay phone bill	\$151.97		\$416.17
10-8	car bill	\$328.19		\$87.98
10-8	olive garden bill	\$26.84		\$61.14
10-9	earn for raking leaves		\$50.00	\$111.14
10-10	credit card bill	\$63.26		\$47.88
10-12	mcdonalds	\$9.67		\$38.21
10-14	earned job money		\$1,534.64	\$1572.85
10-16	car insurance	\$160.22		\$1412.63
10-16	2 new tires	\$189.51		\$1223.12
10-18	gas at Speedway	\$61.22		\$1161.90

PART II – CHECKBOOK QUESTIONS

Please respond to each of the following questions.

1. What was your account balance on October 6?

\$336.17

2. You want to go to the movies on October 4. It will cost \$21.00 to go. Can you afford to go to the movies? What will your account balance be on October 4 if you do go to the movies?

Yes I can! Will have \$46.14 left in my account.

3. What was the account balance on October 15?

\$1492.89

4. What was the amount paid on October 5? Who was it paid to?

151.97. It was paid to AT&T