SHARE DRAFT RECONCILEMENT *** THIS FORM IS PROVIDED TO ASSIST YOU IN BALANCING YOUR DRAFT ACCOUNT

LIST DRAFTS OUTSTANDING NOT CHARGED TO YOUR DRAFT ACCOUNT							PERIOD ENDING			
DRAFT NUMBER	AMOUNT	DRAFT NUMBER	DRAFT NUMBER AMOUNT		AMOUNT	<u> </u>	DAY	MONTH	YEAR	
						_	1) <u>SUBTRACT</u> FROM YOUR DRAFT REGISTER ANY CHARGES LISTED ON THIS DRAFT STATEMENT WHICH YOU HAVE NOT PREVIOUSLY DEDUCTED FROM YOUR BALANCE. ALSO, ADD ANY DIVIDENDS.			
						7	2) <u>ENTER DRAFT</u> STATEMENT HER	BALANCE SHOWN ON THIS E	\$	-
							3) ENTER DEPOSITS MADE LATER THAN THE ENDING DATE OF THIS STATEMENT	\$		
								\$	-	
								\$	-	
									\$	-
								TOTAL (2 PLUS 3)	\$	-
							4) IN YOUR DRAFT REGISTER, CHECK OFF ALL DRAFTS PAID AND, IN AREA PROVIDED AT LEFT, LIST NUMBERS AND AMOUNTS OF ALL UNPAID DRAFTS			
									\$	-
							5) SUBTRACT TO	TAL DRAFTS OUTSTANDING	\$	-
							6) THIS AMOUNT SHOULD EQUAL YOUR DRAFT			
				TOTAL -	\$ -		REGISTER BALAN	NCE	\$	-

IF YOU DO NOT BALANCE

VERIFY ADDITIONS AND SUBTRACTIONS ABOVE AND IN YOUR DRAFT REGISTER. COMPARE THE DOLLAR AMOUNTS OF DRAFTS LISTED ON THIS STATEMENT WITH THE DRAFT AMOUNTS LISTED IN YOUR DRAFT REGISTER. COMPARE THE DOLLAR AMOUNTS OF THE DEPOSIT AMOUNTS RECORDED IN YOUR DRAFT REGISTER.