



M/S \_\_\_\_\_

**BANK RECONCILIATION STATEMENT**

**As on 31<sup>st</sup> March, 2020**

S.No.	Particulars	Amount (Plus items)	Amount (Minus items)
	<b>Overdraft (Debit Balance) as per Cash Book</b>		<b>12,500</b>
(b)	Cheque deposited in bank but not receipted	2,000	
(c)	Cheque receipted but not deposited in bank		1,500
(d)	Payment column (credit side) of Cash book is overcast	60	
(e)	Bank Charges recorded twice in cash book		75
(f)	Bills Receivable collected and credited by bank	4,000	
(g)	Cheque dishonoured hence debited by bank		1,700
(h)	Electricity bill paid by bank directly		800
(i)	Cheques issued but not yet presented for payment	5,400	
(j)	Cheques deposited but not yet cleared		3,200
	<b>Overdraft (Credit Baalnce) as per Pass Book</b>	<b>8,315</b>	
		<b>19,775</b>	<b>19,775</b>