



**ACCOUNTS SHEET**

DATE	TRANSACTION DESCRIPTION	TC	RECEIPTS		CHECKING ACCOUNT		OTHER: _____	
			IN	OUT	IN	OUT	IN	OUT
	Totals Carried Forward							
<b>TOTALS OF ALL COLUMNS</b> ➡								

**ACCOUNTS SHEET RECONCILIATION**

FOR MONTH ENDING: \_\_\_\_\_

**RECEIPTS:**

Balance Forward              \$ \_\_\_\_\_  
 IN                                  \_\_\_\_\_ +  
 OUT                                 \_\_\_\_\_ -  
 Ending Balance                         \$ \_\_\_\_\_

*(If ending balance does not equal zero, see Instructions for Congregation Accounting (S-27).)*

**CHECKING ACCOUNT:**

Balance Forward              \$ \_\_\_\_\_  
 IN                                  \_\_\_\_\_ +  
 OUT                                 \_\_\_\_\_ -  
 Ending Balance                         \$ \_\_\_\_\_

*(This amount is to equal the checkbook balance figure as of the last day of the month.)*

**OTHER \_\_\_\_\_:**

Balance Forward              \$ \_\_\_\_\_  
 IN                                  \_\_\_\_\_ +  
 OUT                                 \_\_\_\_\_ -  
 Ending Balance                         \$ \_\_\_\_\_

**TOTAL FUNDS AT END OF MONTH**                         \$                     

Note: The above "Ending Balance" amounts are to be written on succeeding month's Accounts Sheet Reconciliation as "Balance Forward" amounts.

**OBLIGATIONS AT END OF MONTH**

**CURRENT:**

_____	\$ _____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**TOTAL**                                         \$ \_\_\_\_\_

**LONG TERM:**

_____	\$ _____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**TOTAL**                                         \$ \_\_\_\_\_