

DIRECTIONS

Step One:

View Sally Smith's monthly transactions described below and complete all necessary transactions using the information on pages 3-10.

September 2 - Endorse Sally's September paycheck for \$154.01 from "Piggly Wiggly" with a blank endorsement and complete the deposit slip.

September 4 - Record a debit card transaction for \$15.78 at "Gas 'N' Go" for fuel in the check register.

September 6 - Write check #501 to "The Pizza Place" for pizza for \$9.50 and record in the check register.

September 10 - Write check #502 to "George's Fast Food" for food for \$3.99 and record in the check register.

September 13 - Record ATM transaction for \$20.00 cash in the check register.

September 15 - Record a debit card transaction at "Gas 'N' Go" for fuel for \$16.92 in the check register.

September 18 - Write check #503 for a video rental at "The Main Video" for \$5.00 and record in the check register.

September 23 - Endorse the birthday gift check for \$40.00 from Paula Smith with a restricted endorsement into bank account 123456789 and complete the deposit slip.

September 27 - Record a debit card transaction in the check register for dinner at "JR's Café" for \$12.50.

September 29 - Record a debit card transaction in the check register for purchasing food at "Super Mart" for \$14.75.

September 30 - Write check #504 for \$30.00 to "Student Activities" to pay for an activity ticket and record in the check register.

Step Two:

Reconcile Sally's September bank statement using her completed check register and information on page 9 and 10.

Step Three:

Answer all review questions on page 11 and 12.

GUARDIAN ANGEL BANKING
423 SOUTH 15TH
YOURTOWN, MT 55555



STATEMENT FOR:
SALLY SMITH
500 GREAT STREET
YOURTOWN, MT 55555

THIS STATEMENT COVERS: 9/1/06 THROUGH 9/30/06

CHECKING	Opening Account Balance on 8/31	\$100.00
ACCOUNT	Total Deposits	\$194.01 +
#1234567890	Total Withdrawals	\$ 83.69 -
New Balance		\$ 210.32

DEPOSITS AND OTHER CREDITS	<u>Date Posted</u>	<u>Transaction</u>	<u>Amount</u>
	9/3	Deposit at South 15th Branch	\$154.01
	9/25	Deposit at South 15th Branch	\$ 40.00
Total Deposits			\$194.01

WITHDRAWALS	<u>Date Posted</u>	<u>Check #</u>	<u>Amount</u>
	9/5 Debit Card	Gas 'N' Go	\$ 15.78
	9/9	501	\$ 9.50
	9/11	502	\$ 3.99
	9/14 ATM	Cash	\$ 20.00
	9/16 Debit Card	Gas 'N' Go	\$ 16.92
	9/19	503	\$ 5.00
	9/28 Debit Card	JR's Café	\$ 12.50
Total Withdrawals			\$ 83.69