CHECKBOOKS WORKSHEETS

Reading a Bank Statement

Each month your bank will send you a "Statement of Account". This gives you information about all of the transactions that happened during the past month. Transactions are activities that happen with your account. Deposits, withdrawals, and paid checks are transactions.

Read the bank statement on page 11 of the workbook to answer these questions:

1 What month is the statement for?

....

2 How much money was in the account at the beginning of the month?

....

3 How many deposits did Maria make?

....

4 When did Maria use the ATM?

....

5 How many checks did the bank pay?

....

6 When did the bank pay check #4648?

....

7 How much was the deposit on January 27th?

....

8 How much money was in the account on January 31st?

....

9 How much is the monthly service charge?

....

CHECKBOOK WORKSHEETS

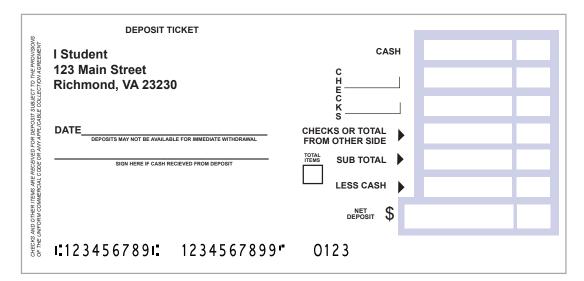## Sample blank checks:

I Student   01/02   **104**
123 Main Street   12-34/1234
Richmond, VA 23230   20 ____

PAY TO THE
ORDER OF _____ $ _____

_____ DOLLARS

Checking Savings Investments Bank
New York, NY 12345-0000

FOR _____   _____

⑆123456789⑆   1234567899⑈   0123

I Student   01/02   **105**
123 Main Street   12-34/1234
Richmond, VA 23230   20 ____

PAY TO THE
ORDER OF _____ $ _____

_____ DOLLARS

Checking Savings Investments Bank
New York, NY 12345-0000

FOR _____   _____

⑆123456789⑆   1234567899⑈   0123

I Student   01/02   **106**
123 Main Street   12-34/1234
Richmond, VA 23230   20 ____

PAY TO THE
ORDER OF _____ $ _____

_____ DOLLARS

Checking Savings Investments Bank
New York, NY 12345-0000

FOR _____   _____

⑆123456789⑆   1234567899⑈   0123

Sample deposit slips:

Deposit Slip 1

DEPOSIT TICKET

CHECKS AND OTHER ITEMS ARE RECEIVED FOR DEPOSIT SUBJECT TO THE PROVISIONS OF THE UNIFORM COMMERCIAL CODE OR ANY APPLICABLE COLLECTION AGREEMENT

I Student
123 Main Street
Richmond, VA 23230

DATE_____
DEPOSITS MAY NOT BE AVAILABLE FOR IMMEDIATE WITHDRAWAL

_____
SIGN HERE IF CASH RECIEVED FROM DEPOSIT

CASH

C H E C K S

CHECKS OR TOTAL FROM OTHER SIDE ▶

TOTAL ITEMS   SUB TOTAL ▶

LESS CASH ▶

NET DEPOSIT $

⑆123456789⑆ 1234567899⑈ 0123

Deposit Slip 2

DEPOSIT TICKET

CHECKS AND OTHER ITEMS ARE RECEIVED FOR DEPOSIT SUBJECT TO THE PROVISIONS OF THE UNIFORM COMMERCIAL CODE OR ANY APPLICABLE COLLECTION AGREEMENT

I Student
123 Main Street
Richmond, VA 23230

DATE_____
DEPOSITS MAY NOT BE AVAILABLE FOR IMMEDIATE WITHDRAWAL

_____
SIGN HERE IF CASH RECIEVED FROM DEPOSIT

CASH

C H E C K S

CHECKS OR TOTAL FROM OTHER SIDE ▶

TOTAL ITEMS   SUB TOTAL ▶

LESS CASH ▶

NET DEPOSIT $

⑆123456789⑆ 1234567899⑈ 0123

Deposit Slip 3

DEPOSIT TICKET

CHECKS AND OTHER ITEMS ARE RECEIVED FOR DEPOSIT SUBJECT TO THE PROVISIONS OF THE UNIFORM COMMERCIAL CODE OR ANY APPLICABLE COLLECTION AGREEMENT

I Student
123 Main Street
Richmond, VA 23230

DATE_____
DEPOSITS MAY NOT BE AVAILABLE FOR IMMEDIATE WITHDRAWAL

_____
SIGN HERE IF CASH RECIEVED FROM DEPOSIT

CASH

C H E C K S

CHECKS OR TOTAL FROM OTHER SIDE ▶

TOTAL ITEMS   SUB TOTAL ▶

LESS CASH ▶

NET DEPOSIT $

⑆123456789⑆ 1234567899⑈ 0123

CHECKBOOK WORKSHEETS

Sample check register:

Check#	Date	Description of Transaction	Payment/Debit (-)	Code	Fee(-)	Deposit/Credit (+)	$ Balance

CHECKBOOK WORKSHEETS

Correct way to write numbers:

1	one		16	sixteen
2	two		17	seventeen
3	three		18	eighteen
4	four		19	nineteen
5	five		20	twenty
6	six		30	thirty
7	seven		40	fourty
8	eight		50	fifty
9	nine		60	sixty
10	ten		70	seventy
11	eleven		80	eighty
12	twelve		90	ninety
13	thirteen		100	one hundred
14	fourteen		1000	one thousand
15	fifteen			

THE READ CENTER