



Email completed  
form to:  
mpbarnes@utah.gov  
If questions, please  
call (801) 957-7756

\*EIN:

\*Employee Name:

\*Dept. Name:

\*Division:

\*Telephone #:

\*Bank Name:

\*Account #:

\*FINET Bank Code:

## DEPOSITORY BANK ACCOUNT RECONCILIATION

Balance per Bank Statement as of:

Date (MM/DD/YYYY)

\*Submitted Date

Bank Balance

**1. Deposits on Bank Statement Not Recorded in FINET \*\***

Date per Bank	Amount per Bank	Date per Bank	Amount per Bank	
				-

Group 1 Subtotal

**2. Returned Checks on Bank Statement Not Recorded in FINET \*\***

Date Returned	Makers' Name	Amount
		+

Group 2 Subtotal

**3. Withdrawals on Bank Statement Not Recorded in FINET \*\***

Date per Bank	Amount per Bank	Date per Bank	Amount per Bank	
				+

Group 3 Subtotal

**4. Other reconciling items on Bank Statement Not Recorded in FINET \*\***

Date per Bank	Description	Amount
		+/-

Group 4 Subtotal

**5. Deposits recorded in FINET Not on Bank Statement \*\***

Date per Books	Amount per Books	Date per Books	Amount per Books	
				+

Group 5 Subtotal

**6. Withdrawals recorded in FINET Not on Bank Statement \*\***

Date per Books	Amount per Books	Date per Books	Amount per Books	
				-

Group 6 Subtotal

**7. Reconciling Items Recorded in FINET Not on Bank Statement \*\***

Date per Books	Description	Amount
		+/-

Group 7 Subtotal

**Balance per FINET** (Attach proof of FINET Balance)

\*\* If more space is required for any category ATTACH A DETAIL SCHEDULE

\*Fields Required to Submit Form

**FINET Balance**