

## Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **is** the column headed "Year ending 31 March 20xx" in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are on a receipts and payments basis. Please complete the highlighted boxes, remembering that un-presented cheques should be entered on a debit basis.

Name of smaller authority:

County area (local councils and parish meetings only):

### Financial year ending 31 March 2020

Prepared by (Name and Role):

Date: 05/05/2020

	£	£
<b>Balance per bank statements as at 31/3/20</b>		
Current	2,799.66	
Savings	<u>7,207.41</u>	
		10,007.1
Petty cash float (if applicable)		-
Less: any un-presented cheques as at 31/3/20 <b>(enter these as negative numbers)</b>		
956	(40.00)	
969	(367.12)	
970	(80.62)	
971	<u>(180)</u>	
		(667.74)
Add: any un-banked cash as at 31/3/20		
		<hr/>
		-
<b>Net balances as at 31/3/20 (Box 8)</b>		<u><u>9,339.3</u></u>