BANK RECONCILIATION AS OF MARCH 31, 2019

	Account Number	Balance As Of 3/31/2019
Per Bank Statement:		
Designated Depository	**XXXX-XXX-XX**	**$ 2,442.32**
Unposted Bank Interest		**(14.32)**
Deposits In Transit		**69.00**
Outstanding Checks		**-**
Bank Service Charge:		**18.00**
Other:		
NSF Check		**-**
EFT Receipted 3-29-19		**25.00**
(debit, credit, eft)		
Adjusted Bank Balance		**$ 2,540.00**

Cash Fund Balances Included In Account

Fund	Amount
Recorder's Trust	**$ 2,540.00**
Total	2,540.00
Variance	$ -

Outstanding Checks As Of March 31		Deposits In Transit As Of March 31	
Check No.	Amount	Rec No/Dep Date	Amount
	$ -	***3-29-18***	**$ 69.00**
Total	$ -	Total	$ 69.00

Non Sufficient Funds (NSF) Check:

1. Void the receipt as soon as the bank notifies you.
2. Follow up on all NSF checks.
3. Determine if the County has a policy on NSF checks.
4. This will be a reconciling item if the NSF check is held.

Debit and Credit Charges & EFT (Electronic Funds Transfer)

1. Issue a receipt when you run the debit or credit card.
2. Issue a receipt when you are notified of an EFT.
3. No deposit will be made of these funds so deposits taken to the bank will not agree with receipts issued.
4. These receipts should still be added to the Report of Collections.
   IF THESE TYPE OF RECEIPTS ARE NOT REFLECTED IN THE BANK BALANCE DON'T REMIT THEM