

## Bank Reconciliation

*AccuFund Onsite*

### Track All Your Transactions in Every Checking Account

AccuFund's Bank Reconciliation module provides full reconciliation from bank to register to General Ledger for each checking account.

Bank Reconciliation combines accounts payable checks, payroll checks, and cash deposits in a single, simple-to-use system. It includes adjustments and account transfers to maintain a complete reconciliation history.

### Bank Reconciliation Online Version

Looking for the cloud online version of this module?

[Show Me the Online Version](#)

Update bank reconciliation [FNB - Operating]

DEPOSITS (5)

CHECKS (8)

ADJUSTMENTS (2)

VOIDS

Closing balance from previous statement..... Date

5 Deposits and other additions totaling.....

8 Checks and other withdrawals totaling.....

2 Adjustments totaling.....

0 Voids totaling.....

Service charge..... Date

Interest earned..... Date

Closing balance for this statement..... Date

After marking all the reconciled activity and balancing to zero, checking the option below will complete the process.

Done

Difference

Activity	Date	Reference	Lookup	Vendor	Description	Amount	Debit
✓	1/30/2017	0000126	1T	1Time	Miscellaneous Supplies	123.00	
✓	1/30/2017	0000127	ACC001	AccuFund, Inc.	software	780.00	
✓	1/30/2017	0000128	ADV001	Advantage Laser Produ	paper	460.00	
✓	1/30/2017	0000129	CCD001	Colorado Custom Deck	Furniture	650.00	
✓	1/30/2017	0000130	MID001	Mideast Lab Supply	Invoices 403, 410	636.00	

Mark     Range

Import     Report     OK

## Streamline Your Bank Reconciliation Workflow

With AccuFund's Bank Reconciliation module, information about any checking account can be viewed on the register screen:

- Press the Bank Reconciliation icon to display a window for marking checks, deposits, and cash adjustments and entering service charges and interest earned.
- As each item is marked, the balance for that transaction type is updated and should agree with your bank summary when completed.
- Enter service charges and interest earned in the reconciliation.

## Enjoy User-Friendly Features

The AccuFund Bank Reconciliation module includes features designed to make life easier:

- Mark a numerical range to simplify the reconciliation of groups of checks.
- Import cleared checks from your bank to speed reconciliation and reconcile more frequently.
- Scan and attach copies of your bank statements.
- Make adjustments for transfers between checking accounts and clearing checks for the wrong amount.

- Generate reports showing cleared, un-cleared, or both types of transactions.
- Keep prior reconciliations indefinitely for review and reporting.

Run: 5/03/2021 @ 9:37 AM	<b>AccuFund Sample - NPO Reconciliation - ENB - Payroll</b>	Page: 1
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Closing Balance from Previous Statement.....	1/01/2019	12,000.00
0 Deposits and Other Additions Totaling.....		0.00
3 Checks and Other Withdrawals Totaling.....		4,036.67
0 Adjustments Totaling.....		0.00
0 Voids Totaling.....		0.00
Service Charge.....		0.00
Interest Earned.....		0.00
Closing Balance for this Statement.....	1/31/2019	7,963.33
Difference.....		0.00
Cash Balance from General Ledger.....	1/31/2019	10,000.00
Open Activity from Bank Register.....		14,036.67
Adjustment for Service Charges and Interest.....		0.00
General Ledger Reconciliation to Statement.....		-4,036.67

Date	Check	To	Check Description	Amount
1/16/2017	EFT		Pay period ending 1/15/2001	2,021.52
	<b>Total Unmarked Checks:</b>		<b>Total Checks:</b>	<b>2,021.52</b>

## Let's Get Started

AccuFund supports your mission with a full suite of financial management applications for nonprofit and government organizations. To learn more and arrange a demo, contact AccuFund at 877-872-2228 or [sales@accufund.com](mailto:sales@accufund.com) or visit [www.accufund.com](http://www.accufund.com).

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