BANK RECONCILIATION

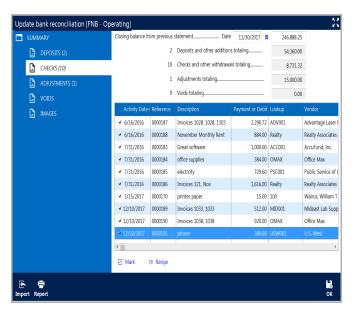


The Bank Reconciliation component provides full reconciliation from bank to register and register to General Ledger for each checking account in the AccuFund Accounting Suite.

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 complete history and reconciliation of all items.

OVERVIEW

The Bank Reconciliation component tracks all transactions in each checking account. These transactions include accounts payable checks, payroll checks, void checks and adjustments entered through the register or through Bank Reconciliation.

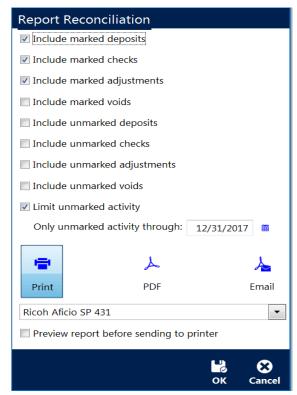


The Bank Reconciliation module gives you the status of each reconciliation at a glance and user convenient "Tabs" to separate checks, deposits and adjustments.

The status of any bank account may be viewed through the register screen. All information about a checking account is shown on this screen.

- Press the Bank Reconciliation icon and a window is displayed in which the checks, deposits and cash adjustments may be individually marked.
- As each item is marked the balance for that transaction type is updated and should agree with your bank summary when completed.
- Service charges and interest earned may be entered here.

- The reconciliation does not need to be completed within a specific time period.
- Press the OK button and save your work. This allows you to go out and make adjustments or perform other tasks, and to come back later to complete the process.
- After the reconciliation balances press the 'Done' button and complete the reconciliation. The services charges and interest earned are posted to the General Ledger.



The report selection screen lets the user select exactly which part of the reconciliation to include on the report and provides a cut-off for unreconciled checks, providing an easier reconciliation with GL.

FEATURES

Popular features of the Bank Reconciliation component include:

- You can mark a numerical range of checks to simplify the reconciliation of a large group of checks.
- Cleared checks can be imported from your bank.
- Adjustments are used to handle transfers between checking accounts and bank adjustments such as
- clearing checks for the wrong amount.
- The Reconciliation report gives you the option of printing cleared, un-cleared or both types of transactions, and provides a reconciliation to your General Ledger cash account.
- Prior reconciliations can be kept indefinitely for review and reporting.

	AccuFund S	•	
Run: 2/27/2018 @ 9:50 AN	Reconciliation - FN	NB - Operating	Page: 1
Closing Balance from Prev	rious Statement	1/01/2017	45,000.00
2 Deposits a	nd Other Additions Totaling		33,860.00
8 Checks an	d Other Withdrawls Totaling		4,812.00
2 Adjustmen	its Totaling		8,941.81
	aling		0.00
	narge		0.00
	rned		0.00
	atement		82.989.81
-			0.00
Cash Balance from General	al Ledger	1/31/2017	82,989.81
	al Ledgervity from Bank Register		82,989.81 0.00
Open Acti	•		
Open Acti Adjustmer	vity from Bank Register		0.00
Open Acti Adjustmer	vity from Bank Registert for Service Charges and Interest		0.00
Open Acti Adjustmer General Ledger Reconcilia	vity from Bank Register		0.00 0.00 82,989.81
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COMPONENT INTEGRATION, AVAILABILITY & REPORTING

The Bank Reconciliation component integrates with the following AccuFund components:

 General Ledger— all interest and services are automatically posted to the General Ledger by the Bank Reconciliation component. The Bank Reconciliation component is only available in the AccuFund Accounting Suite.

The Bank Reconciliation component includes a predefined reconciliation report with sections for each aspect of the reconciliation.