

JOURNAL ENTRY MEMO
ACCOUNT RECONCILIATION

BUSINESS/COMPANY: _____

PERIOD ENDING DATE: _____

RE: _____

ACCOUNT: _____

Description	Amount	Account	DR or CR
_____	\$ _____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Notes: _____

Initials

Date prepared

