

Bank reconciliation template

	£	£
Balance per bank statement at 31 March 2023		
Unity Trust Current Account T1	22477.88	
Unity Trust Instant Access Account	34,712.04	
Lloyds Treasurers Account	55.70	
Lloyds Business Bank Instant Account	101,764.32	
		159,009.94
 Add: outstanding receipts		
	-	
		-
 Less: outstanding payments		
	-	
		-
 Balance per cashbook at 31 March 2023		159,009.94

Outstanding receipts

This should include any amounts received which have been recorded in the cashbook as being received in the period to 31 March 2023 but which appear on the bank statement after 31 March 2023.

Outstanding payments

This should include any amounts paid which have been recorded in the cashbook as being paid in the period to 31 March 2023 but which appear on the bank statement after 31 March 2023.