

Monthly Reconciliation Form (Reconciliation Date: 5/10/14)

Balance from General Ledger:

\$2,989.18



Balance from last IOLTA Statement:

\$2,864.68

**Subtract: Outstanding Checks**

*Check No. 1078 - \$325.50*

*Transfer to Business Acct. \$200*

-

\$525.50

**Add: Deposits not on Statement**

*Client F Add. Cost Adv. - \$100*

*Client C Retainer - \$400*

*Personal Funds - \$150*

+

\$650.00

Adjusted Balance:

=

\$2,989.18



Sum of Individual Client Ledgers:

*Client B - \$400*

*Client C - \$674.50*

*Client D - \$350*

*Client F - \$188.58*

*Client G - \$1,200*

*Personal Funds - \$176.10*

\$2,989.18

