

Agency _____

Auditor _____

Date _____

PROOF OF CASH WORKSHEET

Were all deposits/checks recorded in appropriate month's receipts/disbursements journal? Reconcile deposits per cash receipts journal and disbursements per cash disbursements journal for period to credits and debits per monthly bank statement.

Bank Name _____ **Account #** _____ **Month** _____

	<u>Beginning Balance</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Ending Balance</u>
Per Bank Statement	_____	_____	_____	_____
Deposits in Transit				
(-) Prior month	(+)	(-)		
(+) Current Month		(+)		(+)
Outstanding Checks				
(-) Prior month	(-)		(-)	
(+) Current Month			(+)	(-)
Total		=====	=====	
(If totals agree with current month receipt/disbursement journal-stop here)		(receipts)	(disbursements)	
+/- any items on bank statement not to be included in escrow book balance computation.		_____	_____	
		_____	_____	
		_____	_____	
		_____	_____	