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BALANCING

First list your current account balance of your old account. Then, list any recent deposits that have not yet shown up on your statement

			ACCOUNT BALANCE
DATE	DESCRIPTION	DEPOSIT	\$ (starting balance here)

Add your balance and recent deposits together ----► **1.**

Using all your receipts, check register, and your Get Organized sheet, determine any outstanding items that are yet to clear your account and list them below.

DATE	DESCRIPTION	WITHDRAWAL	AMOUNT

Add the total of all outstanding withdrawals ----► **2.**

Subtract (2) from (1) **1.** \$ _____
2. - \$ _____

The amount you can deposit into your new DSB account!

