Cashbook and Bank Ledger Reconciliation Example

Cashbook

Date	Description	Reference	Debit (Receipt)	Credit (Payment)	Balance
01-06-2024	Opening Balance	---	10,000		10,000
03-06-2024	Sale Receipt	SR100	5,000		15,000
05-06-2024	Payment to Supplier	CH200		3,000	12,000
08-06-2024	Bank Charges	BC120		100	11,900
Totals			**15,000**	**3,100**	**11,900**

Bank Ledger

Date	Description	Reference	Deposit	Withdrawal	Balance
01-06-2024	Opening Balance	---	10,000		10,000
04-06-2024	Sale Receipt	SR100	5,000		15,000
06-06-2024	Payment to Supplier	CH200		3,000	12,000
09-06-2024	Bank Charges	BC120		100	11,900
Totals			**15,000**	**3,100**	**11,900**

Reconciliation Statement

Particulars	Amount (₹)
Balance as per Cashbook	11,900
Add: Deposits not yet credited	0
Less: Cheques issued but not yet presented	0
Balance as per Bank Ledger	**11,900**