

Personal Checking

Life Skills

| Number | Date | Transaction Description | Payment Fee Withdrawal (-) | ✓ | Fee | Deposit/Credit (+) | \$572.34 |
|--------|------|-------------------------|-------------------------------|---|-----|--------------------|----------|
| 124 | 7/4 | Previous Balance | 16.16 | | | | |
| ATM | 7/4 | Groceries | 123.78 | | | | |
| Dep | 7/5 | Paycheck Deposit | | | | | |
| 125 | 7/7 | ABC Trash Company | 40.00 | | | | |
| | | | | | | | |
| | | | | | | | |

Christopher Robbins
 123 Oak St.
 Your City, State 12345

DATE _____ 20__

\$

DOLLARS  SECURITY FEATURES ARE PROVIDED DETAILS ON BACK

PAY TO THE ORDER OF _____

MEMO _____

⑆ 0 1 2 3 4 5 6 7 8 9 ⑆

⑆ 2 3 4

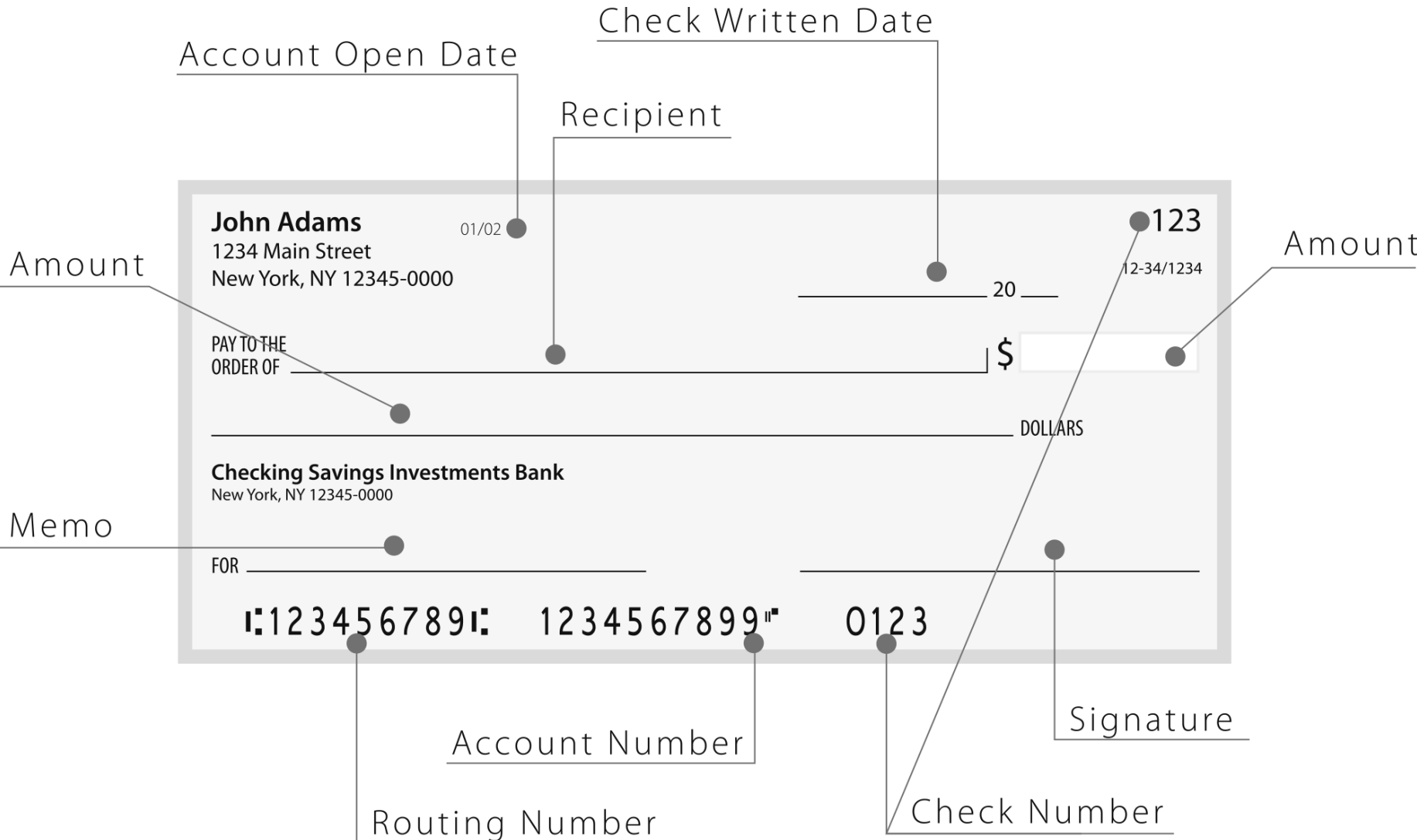
Personal Checking Life Skills

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Published by: [Renée at Great Peace](#)

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Understanding Your Checks



How to Fill Out Your Checks

John Adams
1234 Main Street
New York, NY 12345-0000

01/02

Check Written Date: July 7 20 17

123
12-34/1234

Amount: \$ 40.00

PAY TO THE ORDER OF ABC Trash Company

Forty & 00/100 DOLLARS

Checking Savings Investments Bank
New York, NY 12345-0000

Memo: FOR Acct # 4652000364

John Adams

Signature

Routing Number: 123456789

Account Number: 1234567899

Check Number: 0123

How to Use Your Transaction Register

Single Line Registry

| | | DC Debit | ATM Debit | AD Automatic | DEP Deposit | BP Online | T Transfer | | |
|--------|------|-------------------------|-----------|--------------|-------------------------------|-----------|------------|----------|-----------------|
| Number | Date | Transaction Description | | | Payment Fee Withdrawal (-) | √ | Fee | Deposit | Credit (+) |
| | | | | | | | | | \$572.34 |
| 124 | 7/4 | Previous Balance | | | 16.16 | | | | 556.18 |
| ATM | 7/4 | Groceries | | | 123.78 | | | | 432.40 |
| Dep | 7/5 | Paycheck Deposit | | | | | | 1,316.42 | 1,748.82 |
| 125 | 7/7 | ABC Trash Company | | | 40.00 | | | | 1,708.82 |
| | | | | | | | | | |
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| | | | | | | | | | |

- Fill in the check number or transaction code, date, and a description of the transaction.
- Record the amount of the transaction in the appropriate column.
- Calculate the balance, write the new balance in the balance column.
- The √ column is for checking off transactions that are listed on your monthly bank statement.

How to Use Your Transaction Register

Double Line Registry

| DC Debit | | ATM Debit | | AD Automatic | | DEP Deposit | | BP Online | | T Transfer | |
|----------|------|-------------------------|-------------------------------|--------------|---|-------------|-------------------|-----------|-----------------|------------|--|
| Number | Date | Transaction Description | Payment Fee Withdrawal (-) | | √ | Fee | DepositCredit (+) | | \$572.34 | | |
| 124 | 7/4 | Previous Balance | 16 | .16 | | | | | 16 | .16 | |
| | | | | | | | | | 556 | .18 | |
| ATM | 7/4 | Groceries | 123 | .78 | | | | | 123 | .78 | |
| | | | | | | | | | 432 | .40 | |
| Dep | 7/5 | Paycheck Deposit | | | | | | 1,316.42 | 1,316 | .42 | |
| | | | | | | | | | 1,748 | .82 | |
| 125 | 7/7 | ABC Trash Company | 40 | .00 | | | | | 40 | .00 | |
| | | | | | | | | | 1,708 | .82 | |

- Fill in the check number or transaction code, date, and a description of the transaction.
- Record the amount of the transaction in the appropriate column.
- Write the amount of the transaction beneath the balance.
- Use the next line to enter the calculated balance.
- Record the next transaction on the next line.
- The √ column is for checking off transactions that are listed on your monthly bank statement.

DC Debit Card

ATM Debit Card

AD Automatic Deposit

BP Online Bill Pay

T Transfer


| Number | Date | Transaction Description | Payment Fee Withdrawal (-) | √ | Fee | Deposit Credit (+) | \$ Balance | |
|--------|------|-------------------------|-------------------------------|---|-----|-----------------------|------------|--|
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Christopher Robbins
123 Oak St.
Your City, State 12345
(555) 555-5555

1234

DATE _____ 20__

PAY TO THE
ORDER OF _____ \$

_____ DOLLARS 

MEMO _____


! : 0 1 2 3 4 5 6 7 8 9 | : 0 1 2 3 4 5 6 7 8 9 | : 1 2 3 4

Christopher Robbins
123 Oak St.
Your City, State 12345
(555) 555-5555

1235

DATE _____ 20__

PAY TO THE
ORDER OF _____ \$

_____ DOLLARS 

MEMO _____


! : 0 1 2 3 4 5 6 7 8 9 | : 0 1 2 3 4 5 6 7 8 9 | : 1 2 3 5

Christopher Robbins
123 Oak St.
Your City, State 12345
(555) 555-5555

1236

DATE _____ 20__

PAY TO THE
ORDER OF _____ \$

_____ DOLLARS 

MEMO _____


! : 0 1 2 3 4 5 6 7 8 9 | : 0 1 2 3 4 5 6 7 8 9 | : 1 2 3 6

Christopher Robbins
123 Oak St.
Your City, State 12345
(555) 555-5555

1237

DATE _____ 20__

PAY TO THE
ORDER OF _____ \$

_____ DOLLARS 

MEMO _____

! : 0 1 2 3 4 5 6 7 8 9 | : 0 1 2 3 4 5 6 7 8 9 | : 1 2 3 7


SECURITY FEATURES
ARE INCLUDED
DETAILS ON BACK

Christopher Robbins
123 Oak St.
Your City, State 12345
(555) 555-5555

1238

DATE _____ 20__

PAY TO THE
ORDER OF _____ \$

_____ DOLLARS 

MEMO _____

! : 0 1 2 3 4 5 6 7 8 9 | : 0 1 2 3 4 5 6 7 8 9 | : 1 2 3 8


SECURITY FEATURES
ARE INCLUDED
DETAILS ON BACK

Christopher Robbins
123 Oak St.
Your City, State 12345
(555) 555-5555

1239

DATE _____ 20__

PAY TO THE
ORDER OF _____ \$

_____ DOLLARS 

MEMO _____

! : 0 1 2 3 4 5 6 7 8 9 | : 0 1 2 3 4 5 6 7 8 9 | : 1 2 3 9

SECURITY FEATURES
ARE INCLUDED
DETAILS ON BACK