

## Off-Site Instruction Packet Day 3

When you have a checking account, you need to keep a check register. A check register is used to record all the checks written against your checking account as well as all the deposits going into your checking account. The check register will have a running balance. Every time you write a check, you **subtract** the amount from your balance. Every time you deposit money into your account, you **add** the amount to your balance.

### Formulas for Calculating Your Check Register Balance

Previous Balance – Check Amount = New Balance

Previous Balance + Deposit Amount = New Balance

Name: \_\_\_\_\_ Date: \_\_\_\_\_ Period: \_\_\_\_\_

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### Checking Account – Check Register

**Directions: Complete the check registers below and answer the questions.**

Check #	Date	Description	Check Amount		Deposit Amount		Balance	
		<i>Previous Balance</i>					32	26
256	9/25	<i>Hillcrest Water Association</i>	12	25				
	9/30	<i>Deposit-Payroll Check</i>			468	21		
257	10/1	<i>Henderson Electric</i>	121	14				

1. The above amount belongs to Maggie Smithfield. What is her checking account balance after depositing her payroll check?
  
2. What is Maggie’s ending balance?

Check #	Date	Description	Check Amount		Deposit Amount		Balance	
		<i>Previous Balance</i>					148	32
1452	8/25	<i>Sanderson Deli</i>	14	87				
	9/1	<i>Deposit-Cash</i>			694	67		
1453	9/10	<i>JC Penny</i>	254	32				
1454	9/11	<i>Gilreath’s Tires</i>	168	51				

3. The above check register is for Michael Hall. What is his beginning balance?
  
4. What is Michael’s balance after going to the tire shop?
  
5. What is Michael’s balance after making a deposit?