

Bank Payment Statement

For Account Reconciliation

Account Holder Name:	John Doe	Bank Name:	ABC Bank Ltd.
Account Number:	1234567890	Statement Period:	01-Jun-2024 to 30-Jun-2024
Branch Name:	Central City Branch	Statement Date:	01-Jul-2024

Transaction Details

Date	Description	Reference No.	Debit (INR)	Credit (INR)	Balance (INR)
01-Jun-2024	Opening Balance	-			50,000.00
05-Jun-2024	Vendor Payment	TRF10023	10,000.00		40,000.00
10-Jun-2024	Cheque Deposit	CHQ24319		15,000.00	55,000.00
15-Jun-2024	ATM Withdrawal	ATM98312	5,000.00		50,000.00
20-Jun-2024	Salary Credit	SAL48520		30,000.00	80,000.00
28-Jun-2024	Utility Bill Payment	BILL20934	2,500.00		77,500.00

Opening Balance:	50,000.00
Total Credits:	45,000.00
Total Debits:	17,500.00
Closing Balance:	77,500.00

Important Notes

- This statement is for account reconciliation purposes and should be matched with your internal records.
- Please verify all transactions and report discrepancies to the bank within 7 working days.
- Maintain copies of this statement for audit and reference.
- Ensure all outstanding cheques and unrepresented credits are considered during reconciliation.