

CORPORATE GENERAL LEDGER RECONCILIATION WORKSHEET

General Ledger Transactions

GL Account Number:

Reconciliation Period:

GL Account Description:

Preparation Date:

Balance per General Ledger (GL)

Balance per Sub-Ledger / Supporting Statement

Unreconciled Difference (Before Adjustments)

Date	Reference	Description / Explanation of Reconciling Item	Additions (+)	Deductions (-)
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Total Adjustments

Adjusted General Ledger Balance

Adjusted Sub-Ledger / Statement Balance

Remaining Unreconciled Difference

Prepared By:

Signature / Name Date

Reviewed & Approved By:

Signature / Name Date