

# Bank/cash statement header

The screenshot shows a software interface for creating a Bank/Cash Statement. The form is titled "Bank/Cash Statement" and includes a "Inserted" status indicator. The form is organized into several sections: "Client" (XYZ Foundation), "Organization" (empty dropdown), "Bank Account" (empty dropdown), "Name" (2020-05-18 13:24:19), "Statement date" (18/05/2020), "Account Date" (18/05/2020), "Description" (empty text area), "Active" (checked checkbox), "Manual" (checked checkbox), "Beginning Balance" (0.00), "Statement difference" (0.00), "Ending balance" (0.00), "Reference" (EFT Statement Reference and EFT Statement Date), and "Status" (Document Status: Drafted, Approved checkbox). A "Create lines from" button is located next to the "Manual" checkbox. The "Document Action" button is located at the bottom right.

## Critical Fields:

1. Bank Account: Select Bank account to do the reconciliation
2. Name: This field show you the date & Time you created the document. User can override the content.
3. Statement date: The date when you going to do the reconciliation
4. Account Date: The date will post on the accounting fact
5. Beginning Balance: Amount will show the previous day or previous document closing balance for the same document.

## Critical & onetime setup fields:

1. Organization: This field is used to select the organization

## Non-Critical Fields:

1. Statement difference: This field shown the difference between the begining balance and ending balance.
2. Ending balance: The sum of Begining balance and the statement difference.
3. EFT Statement Reference: Electronic fund transfer statement reference

4. EFT Statement Date: date of fund transfer.

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**Serial number/Lot number (ASI):**

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**Zoom conditions:**

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**Validation:**

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Revision #4

Created Mon, May 18, 2020 8:13 PM by [Vijayakumar S](#)

Updated Wed, Aug 9, 2023 3:43 AM by [Harishprabu G](#)