

# Troubleshooting Tip: Bank Reconciliation - prior cleared section

10/18/2024 12:11 pm EDT

This article will cover a troubleshooting tip for completing a Bank Reconciliation.

## Overview

- The prior cleared section should autofill with an amount that matches the last ending balance. If the prior cleared section does not fill in the Difference at the bottom of the Reconcile will be off. Always check to make sure the Prior Cleared is filled in.

## Steps:

- Only SedonaSupport can correct this issue, so a ticket will need to be submitted.
- If you must finish the current bank rec and decide to seek assistance the following month instead, you can force the current bank rec through by filling in the Prior Cleared amount with the Last Ending Balance.

Reconcile Bank Account

Account: 100200  
Cash - Operating\*

Activity: As of Date: 9/30/2024

Balances:  
Last Ending: **\$2,508,903.17**  
Prior Cleared: **\$0.00**  
Ending Stmt: \$0.00

Service Fees:  
Amount: 0.00  
Date: 10/11/2024  
GL Account:  
Category:

Interest:  
Amount: 0.00  
Date: 10/11/2024  
GL Account:  
Category:

Cleared:  
Payments: \$0.00  
Deposits: \$0.00  
Ending: \$0.00  
Cleared: \$0.00  
Difference: \$0.00

Payments					
Date	Type	Check No.	Name	Amount	Status
4/2/2024	BLLPYMT		Visa - AS	438.00	o
4/2/2024	BLLPYMT		Clive Barker	490.00	o
4/2/2024	BLLPYMT		Visa - AS	490.00	o
6/11/2024	BLLPYMT		A+ Cleaning Services	500.00	o
7/30/2024	BLLPYMT		Clive Barker	274.40	o
9/16/2024	BLLPYMT		American Express	500.00	o
9/16/2024	BLLPYMT		Tri-Ed	175.00	o
9/16/2024	BLLPYMT		A+ Cleaning Services	333.00	o
7/1/2024	BLLPYMT		Graybar Electric Comp...	20.50	o
6/11/2024	BLLPYMT	14104	ASA Office Systems Inc	38.00	o
8/19/2024	BLLPYMT	14105	Clive Barker	38.75	o
9/5/2024	BLLPYMT	14106	Bosch Security System...	5.24	o
9/5/2024	BLLPYMT	14107	Bosch Security System...	112.89	o
6/11/2024	BLLPYMT	14108	Abc Disposal System, I...	650.00	o
7/18/2024	BLLPYMT	14109	A+ Cleaning Services	377.40	o

Deposits					
Date	Type	Reg No.	Description	Amount	Status
4/1/2024	DEFINC	829910	Secure U	1.25	o
6/1/2024	DEFINC	831161	Secure U	1.25	o
5/1/2024	DEP	830297		2424.90	o
5/19/2024	DEP	830495	Job 5147-9	5930.98	o
5/19/2024	DEP	830499	Job 5147-9	590.00	o
5/19/2024	DEP	830508		5640.49	o
5/19/2024	DEP	830515		837.34	o
5/22/2024	DEP	830824		297.58	o
5/24/2024	DEP	830871	Job 4236	60.35	o
7/29/2024	DEP	831572	Advanced Deposit 1	6000.00	o
7/29/2024	DEP	831575	testing 2	4000.00	o
8/5/2024	DEP	831665	Test	250.00	o
8/6/2024	DEP	831677		33.00	o
8/7/2024	DEP	831725	Multiple Branches	2500.00	o
8/7/2024	DEP	831732	Multiple Branches - Sm...	1500.00	o
8/12/2024	DEP	831769		333.00	o
8/14/2024	DEP	831830	miguel2	0.00	o
9/20/2024	DEP	832261		151920.78	o
7/3/2024	REFUND	831318	Secure U	150.00	o
4/2/2024	VOID	829938	Amy Elizabeth	64.94	o

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