

Writing Assessment- Bank Statement

Name: _____

Date: _____

Task: Read over a bank statement. It has missing information. Read the sentences below and fill in the missing information in the correct place.



FIRST BANK OF

1425 JAMES ST, PO BOX 4000
VICTORIA BC V8X 3X4 1-800-555-5555

CHEQUING ACCOUNT STATEMENT
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1643 DUNDAS ST W APT 27
TORONTO ON M6K 1V2

Statement period	Account No.
Nov. 1 - Nov.30 2021	00005- 123-456-7

Description	Withdrawals	Deposits
Previous balance		
Payroll Deposit - HOTEL		
Web Bill Payment - MASTERCARD	200.00	
ATM Deposit INTERAC		
Fees - Interac	1.50	
Interac Purchase - ELECTRONICS	2.99	
Web Bill Payment - AMEX	300.00	
ATM Withdrawal - FIRST BANK		
Interac Purchase - SUPERMARKET	29.08	
Interac Refund - ELECTRONICS		
Telephone Bill Payment - VISA		
Payroll Deposit - HOTEL		694.81
Web Funds Transfer - From SAVINGS		
Pre-Auth. Payment - INSURANCE	33.55	
Cheque No. - 409	100.00	
Mortgage Payment		
Fees - Overdraft	5.00	
Fees - Monthly	5.00	
*** Totals ***		

- The account holders are Jocelyn Smith.
- The bank is the First Bank of Montreal.
- Her pay from the hotel was \$1,378.90.
- She withdrew \$40.00 from the ATM .
- She was refunded \$100.00.
- She deposited \$20.00.
- Her telephone bill payment was \$50.00.
- The mortgage is \$900.00.
- She transferred funds from her savings for a total of \$350.00.
- What is the total amount of debits? _____
- What was the total amount of credits? _____