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Monthly Reconciliation Statement – Real Estate Trust Account Addendum

(Use this form as an attachment to the Monthly Reconciliation Statement for a Real Estate Trust Account. Be sure to indicate on the main Monthly Reconciliation Statement the total number of addenda included.) Addendum No. ___

1. The information below supplements the Monthly Reconciliation Statement prepared by:

____

(Print Broker's Name)

For the month of ________ / ________ / ________.
Reconciliation date: ________ / ________ / ________
(month and day) (year)

Bank: ______________________________________
(Name of Bank)

Account: ______________________________________
(Name of Account, Account Number)

Bank statement period: ________ / ________ / ________ through ________ / ________ / ________

2. **Adjusted Account Balance**
Additional details to support paragraph 2 of the Monthly Reconciliation Statement.

Outstanding Checks
(Date – Check # – Amount)

______________________________________ ______________________________________
$__________

______________________________________ ______________________________________
$__________

______________________________________ ______________________________________
$__________

______________________________________ ______________________________________
$__________

______________________________________ ______________________________________
$__________

______________________________________ ______________________________________
$__________

______________________________________ ______________________________________
$__________

___________________________________ ___________________________________
$___________

___________________________________ ___________________________________
$___________

___________________________________ ___________________________________
$___________

Deposits Not Yet Credited
(Date – Amount)

___________________________________ $___________
___________________________________ $___________
___________________________________ $___________
___________________________________ $___________
___________________________________ $___________
___________________________________ $___________
___________________________________ $___________
___________________________________ $___________
___________________________________ $___________
___________________________________ $___________

Totals

- Total Outstanding Checks: $___________ (from Addendum No. ___)
- Total Deposits Not Yet Credited: $___________ (from Addendum No. ___)

3. Detailed Schedule of Broker's Trust Obligations
Addendum to paragraph 3 of the Monthly Reconciliation Report.

Client/Transaction Details	Adjusted Balance
___________________________________	$___________
___________________________________	$___________
___________________________________	$___________

____ $__________

____ $__________

____ $__________

____ $__________

____ $__________

____ $__________

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____ $________
_________ ____

____ $________
_________ ____

3. Detailed List of Broker's Trust Liability

Supplement to paragraph 3 of the Monthly Reconciliation Statement. (Continued)

Client/Transaction Name	Reconciled Amount
______________________________	$______________________________

________ ________

__________________________ $__________________________
________ ________

__________________________ $__________________________
________ ________

__________________________ $__________________________
________ ________

__________________________ $__________________________
________ ________

__________________________ $__________________________
________ ________

__________________________ $__________________________
________ ________

Total Broker's Trust Liability (as per Addendum No. ___________________)
$___________________________________

Make sure to include this Total Broker's Trust Liability from the Addendum in the overall Broker's Trust Liability reported in paragraph 3 of the Monthly Reconciliation Statement.

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4. Acknowledgment

I, ____, Broker, have reviewed this monthly reconciliation/statement

on ____________________________________, _____________.
(month and day) (year)

Broker's signature (mandatory on all Reconciliation Statements)

____