

You should check credit statements carefully when you receive them. You want to reconcile (make sure there is agreement between) your credit receipts and records and the information shown on the credit statement.

1. Review the attached credit card statement and charge and payment records for one month.
2. Compare the charges listed on the statement with the list of receipts. Which, if any, amounts are different?
3. Are any payments that were made shown on the statement?
4. Are any credits (such as for returned items) shown on the statement?
5. Are any fees or penalties shown on the statement? If so, what is the reason for them?
6. Are the interest amount and the new balance (amount owed) correct?
7. What should you do if you find what you think is a mistake on a credit account statement?

CREDIT STATEMENT

Account No. 0000 0300 0000 0000

Make check payable to:

CARD COMPANY
PO BOX 00001
WILMINGTON DE 19886-0001

Payment Due 06/02/20--	New Balance Total \$2,342.54
Amount Enclosed	Minimum Payment Due \$15.00

CARDHOLDER NAME
PO BOX 0022
MONTICELLO KY 42633-0022

Return this portion with payment.

Account No.	Credit Line	Credit Available	Days in Billing Cycle	Closing Date	Payment Due Date
0000 0300 0000 0000	\$15,000.00	\$12,657.46	30	05/02/20--	06/02/20--

Transactions

Posting Date	Transaction Date	Reference No.	Transactions	Charges	Credits
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Payments and Credits

04/09	04/08	5854	Electronics Shack		42.39 CR
04/13		6675	Payment		1,000.00 CR

Purchases and Adjustments

04/08	04/05	3545	Electronics Shack	42.39	
04/08	04/06	6327	C-mart Supercenter	535.75	
04/08	04/07	4842	Mailorder.Com Order No. 38495723	19.97	
04/08	04/07	0954	Mailorder.Com Order No. 38495812	26.90	
04/09	04/08	6641	Heartland America Order No. 222190	36.97	
04/15	04/13	0117	McLenore Florist	34.64	
04/22	04/19	0012	Bob's Department Store #501	58.28	
04/24	04/22	0079	Brock Corbin Appliances	179.00	
04/25	04/23	2277	Lansing #558	179.69	
04/30	04/28	1872	Tea and Crumpets #036	72.54	
05/01	04/30	1241	South Supermarket	43.48	

Fees

05/01		4717	Annual Card Fee	30.00	
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Summary of Transactions

Previous Balance	Payments and Credits	Cash Advances	Purchases and Adjustments	Fees	Finance Charges	New Balance Total
\$2,102.42	\$1,042.39	\$0.00	\$1,229.61	\$30.00	\$22.90	\$2,342.54

Finance Charge Schedule

Finance Charge Schedule			Payment Due	
Category	Periodic Rate	Corresponding Annual Rate	Past Due Amount	\$0.00
Cash Advances	1.5% Monthly	18%	Current Payment Due	\$15.00
A. Balance Transfers, Checks			Total Minimum Payment Due	\$15.00
B. ATM, Bank	1.5% Monthly	18%	Payment Due Date	06/02/20--
C. Purchases	1% Monthly	12%		

Interest charges are computed using the adjusted balance method:
 Previous Balance + Charges – Payments = Adjusted Balance
 Adjusted Balance x Monthly Rate x 1 = Finance Charges
 Adjusted Balance + Finance Charges + Fees = New Balance Total

CREDIT RECORDS

RECEIPTS

DATE	COMPANY	AMOUNT
04/22	Brock Corbin Appliances	\$179.00
04/19	Bob's Department Store #501	58.28
04/06	C-mart Supercenter	535.75
04/05	Electronics Shack	42.39
04/08	Heartland America Order No. 222190	36.97
04/23	Lansing #558	179.69
04/07	Mailorder.Com Order No. 38495723	19.97
04/07	Mailorder.Com Order No. 38495812	26.90
04/13	McLenore Florist	34.64
04/30	South Supermarket	43.48
04/28	Tea and Crumpets #036	72.54

CREDITS

DATE	COMPANY	AMOUNT
04/08	Electronics Shack	42.39

Payments

Check Register						
Check No. or Code	Date	Description of Transaction	✓	Payments	Deposits/ Credits	Balance
	4/1/20--	Previous balance				\$3,800.00
581	4/11/20--	Card Company		\$1,000.00		\$2,800.00
		Credit card bill				