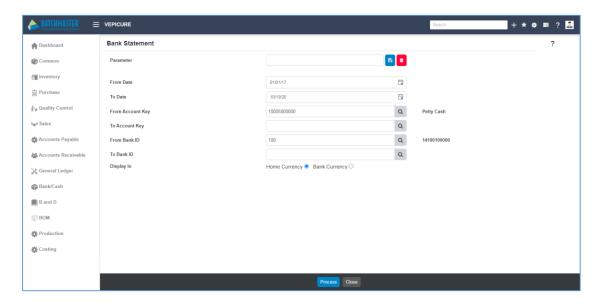
Bank Statement Report

Use this screen to print the bank statement. The report includes the debit balance details, the check details if the amount is transacted through check, account number and its description, etc.

Go To: Bank Cash → Bank/Cash Report → Bank Statement.

Clicking on the Bank Statement option displays the Bank Statement window.



Printing Bank Statement

- 1. Open the Bank Statement window.
- 2. Enter the date range under which you want to print the report, in the respective fields.
- 3. Enter the range of Account Key and Bank IDs that you want to print, in the respective fields.
- 4. Select Home Currency/ Bank Currency.
- 5. Click the *Process* button to print the report.



a. Leaving the *From Date* and *To Date* fields blank has the same effect as selecting the first and last available values, respectively.