On 30 June 2020, Carmen's Cash Book showed that she had an overdraft of RM3,000 on her current account at the bank. A Bank Statement as at the end of month June showed that she was in credit with the bank by RM171.

After checking the Cash Book with the Bank Statement, you found the following:

1. Cheques drawn amounting to RM5,000 had been entered in the Cash Book but had not been presented.
2. Cheques received amounting to RM4,000 had been entered in the Cash Book but had not been credited by the bank.
3. On 29 June, Carmen instructed the bank to transfer interest received on her company's fixed deposit account amounting to RM600 to her company's current account. Carmen had credited this amount in the Cash Book on 29 June. On the other hand, the bank had wrongly delayed the transfer, which was made only on 3 July, the next month.
4. Bank charges RM35 and a standing instruction to pay insurance premium of RM315 had not entered in the Cash Book.
5. The payment side of Cash Book had been undercast by RM100.
6. Dividend received amounting to RM780 had been paid direct to the bank and not entered in the Cash Book.
7. A sum of RM 80 which refund from Carmen's personal telephone charged had been collected by the bank.
8. A cheque for RM1,560 in favour of Z Suppliers Ltd, had been omitted by the bank from its statement, the cheque having been debited to another customer's account.
9. Bank credit the Carmen's account for commission RM 300 and debited for rental RM700. These transactions have not been recorded in cash book.
10. Bank charges RM10 for new cheque book issuance was entered twice in the cash book.
11. A cheque paid by Carmen for wages on 28 June for RM345 had been entered in his Bank Statement as RM 354.

**Required:**

1. Indicate the appropriate adjustments in the Cash Book
2. Prepare a statement reconciling the amended Cash Book's balance with the balance shown in the Bank Statement.