

Keystone: Bank Reconciliation

The bank reconciliation module in Keystone Complete pulls together information from Accounts Payable, Cash Receipts and the General Ledger into one centralized location to facilitate the preparation of regular bank reconciliations.

- Create bank books to pull together all data elements that post to the same General Ledger bank account
- Specify default General Ledger posting accounts for recurring entries such as bank charges and interest
- Filter the list of payment codes available during cash receipt entry to include only those relating to the selected bank book
- Flag cheques as reconciled or import electronic bank files to do so
- Produce outstanding cheques listing
- Flag deposits as reconciled
- Produce outstanding deposits listing
- Review all non-cheque/non-deposit items posting to the General Ledger account identified for the bank book and flag reconciled items
- Post the bank reconciliation and automatically create all of the required adjusting entries and post them to the General Ledger
- Print a hard-copy bank reconciliation and reprint it any time you require
- All bank reconciliations are saved in the database for future reference
- Perform bank reconciliations daily, weekly, monthly or at whatever frequency serves your needs

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