

11:09 AM

11/18/11

The National LGBT Bar Association
Reconciliation Summary
1010 - General Operating Account, Period Ending 10/31/2011

	Oct 31, 11
Beginning Balance	3,946.72
Cleared Transactions	
Checks and Payments - 1 item	(16.00)
Deposits and Credits - 1 item	0.03
Total Cleared Transactions	(15.97)
Cleared Balance	<u>3,930.75</u>
Register Balance as of 10/31/2011	3,930.75
Ending Balance	3,930.75

Prepared by Chazin & Company: *GK* 11/18/11
Grace Konieczny, Consultant

Reviewed & Accepted by NLGLA: _____ / /
Joe Gasper, Treasurer

* No investment reconciliation in October. *GK*

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11/18/11

The National LGBT Bar Association
Reconciliation Detail
1010 - General Operating Account, Period Ending 10/31/2011

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						3,946.72
Cleared Transactions						
Checks and Payments - 1 item						
Check	10/31/2011			X	(16.00)	(16.00)
Total Checks and Payments					(16.00)	(16.00)
Deposits and Credits - 1 item						
Deposit	10/31/2011			X	0.03	0.03
Total Deposits and Credits					0.03	0.03
Total Cleared Transactions					(15.97)	(15.97)
Cleared Balance					(15.97)	3,930.75
Register Balance as of 10/31/2011					(15.97)	3,930.75
Ending Balance					(15.97)	3,930.75



Bank of America

Bank of America, N.A.
P.O. Box 25118
Tampa, FL 33622-5118

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Page 1 of 3
Statement Period
10/01/11 through 10/31/11
EO P PE 0E 46
Enclosures 0
Account Number 0039 3380 0578



BD 11/07 0 0358 077 107 022970 #001 AV 0.340

NATIONAL LESBIAN AND GAY LAW ASSOCIATIO
1301 K ST NW STE 1100E
WASHINGTON DC 20005-7022

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Deposit Accounts

Business Interest Checking

NATIONAL LESBIAN AND GAY LAW ASSOCIATIO

Your Account at a Glance

Account Number	0039 3380 0578	Statement Beginning Balance	\$3,946.72
Statement Period	10/01/11 through 10/31/11	Amount of Deposits/Credits	\$0.03
Number of Deposits/Credits	1	Amount of Withdrawals/Debits	\$16.00
Number of Withdrawals/Debits	1	Statement Ending Balance	\$3,930.75
Number of Days in Cycle	31	Average Ledger Balance	\$3,946.72
		Service Charge	\$16.00

Interest Information

Amount of Interest Paid	\$0.03	Interest Paid Year-to-Date	\$0.24
Annual Percentage Yield Earned This Statement Period	0.01%	Withholding Year-to-Date	\$0.00



How To Balance Your Bank of America Account

FIRST, start with your Account Register/Checkbook:

1. List your Account Register/Checkbook Balance here \$ _____
2. Subtract any service charges or other deductions not previously recorded that are listed on this statement \$ _____
3. Add any credits not previously recorded that are listed on this statement (for example interest) \$ _____
4. This is your NEW ACCOUNT REGISTER BALANCE \$ _____

NOW, with your Account Statement:

1. List your Statement Ending Balance here \$ _____
2. Add any deposits not shown on this statement \$ _____
3. List and total all outstanding checks, ATM, Check Card and other electronic withdrawals \$ _____

SUBTOTAL

3. List and total all outstanding checks, ATM, Check Card and other electronic withdrawals

Checks, ATM, Check Card, Electronic Withdrawals		Checks, ATM, Check Card, Electronic Withdrawals		Checks, ATM, Check Card, Electronic Withdrawals	
Date/Check #	Amount	Date/Check #	Amount	Date/Check #	Amount
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

4. TOTAL OF OUTSTANDING CHECKS, ATM, Check Card and other electronic withdrawals \$ _____
5. Subtract total outstanding checks, ATM, Check Card and other electronic withdrawals from Subtotal \$ _____
This Balance should match your new Account Register Balance

Upon receipt of your statement, differences, if any, should be reported to the bank promptly in writing and in accordance with provisions in your deposit agreement.

IMPORTANT INFORMATION FOR BANK DEPOSIT ACCOUNTS

Change of Address. Please call us at the telephone number listed on the front of this statement to tell us about a change of address.

Deposit Agreement. When you opened your account, you received a deposit agreement and fee schedule and agreed that your account would be governed by the terms of these documents, as we may amend them from time to time. These documents are part of the contract for your deposit account and govern all transactions relating to your account, including all deposits and withdrawals. Copies of both the deposit agreement and fee schedule, which contain the current version of the terms and conditions of your account relationship, may be obtained at our banking centers.

Electronic Transfers: In case of errors or questions about your electronic transfers

If you think your statement or receipt is wrong or if you need more information about an electronic transfer (e.g., ATM transactions, direct deposits or withdrawals, point-of-sale transactions) on the statement or receipt, telephone or write us at the address and number listed on the front of this statement as soon as you can. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

- * Tell us your name and account number.
- * Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe there is an error or why you need more information.
- * Tell us the dollar amount of the suspected error.

For consumer accounts used primarily for personal, family or household purposes, we will investigate your complaint and will correct any error promptly. If we take more than 10 business days (10 calendar days if you are a Massachusetts customer) (20 business days if you are a new customer, for electronic transfers occurring during the first 30 days after the first deposit is made to your account) to do this, we will recredit your account for the amount you think is in error, so that you will have use of the money during the time it takes us to complete our investigation.

For other accounts, we investigate, and if we find we have made an error, we credit your account at the conclusion of our investigation.

Reporting Other Problems. You must examine your statement carefully and promptly. You are in the best position to discover errors and unauthorized transactions on your account. If you fail to notify us in writing of suspected problems or unauthorized transactions within the time periods specified in the deposit agreement (which periods are no more than 60 days after we make the statement available to you and in some cases are 30 days or less), we are not liable to you for, and you agree not to make a claim against us for the problems or unauthorized transactions.

Direct Deposits. If you have arranged to have direct deposits made to your account at least once every 60 days from the same person or company, you may call us at the telephone number listed on the front of this statement to find out if the deposit was made as scheduled.

