Bank Statement Excel Template

Our **bank statement Excel template** offers a user-friendly solution for tracking your finances effortlessly. Equipped with a running balance feature, it ensures accurate, up-to-date account monitoring. Ideal for personal or business use, this template simplifies financial management and reporting.

Date	Description	Reference	Withdrawals	Deposits	Running Balance
2024-06-01	Opening Balance	-			2,000.00
2024-06-02	Salary	CR123		1,500.00	=F2+D3-E3 *(3,500.00)*
2024-06-05	Grocery Store	DB230	120.50		=F3+D4-E4 *(3,379.50)*
2024-06-08	Electricity Bill	DB231	75.00		=F4+D5-E5 *(3,304.50)*
2024-06-12	Freelance Project	CR124		600.00	=F5+D6-E6 *(3,904.50)*

To use in Excel:

- Enter your transactions row by row.
- The **Running Balance** formula for row 3 and onwards: `=F2+D3-E3` (assuming D is Deposits, E is Withdrawals, F is Running Balance)
- Copy the formula down for each transaction row.