

Bank Reconciliation Report

Checking Account

992

Date From 2/1/2019

Date to 02/28/2019

Ending Balance on Statement Dated : 02/28/2019	\$7,365.24
Outstanding Deposits (Bank Deposits) -> +	\$0.00
Less Outstanding Checks:	\$0.00
Cash Balance as of : 02/28/2019	<u>\$7,365.24 ***</u>

Cash Balance for Checking as of 2/1/2019	\$7,518.21
Add: Total Deposits (Bank Deposits):	\$1,737.81
Less: Total Checks and Withdrawals:	(\$1,890.78)
Computer Cash Balance as of : 02/28/2019	<u>\$7,365.24 ***</u>

Summary of Asset Accounts

Gl Acct	Account Name	Begin Bal	Recpt/JV	Disb/JV	Transfer	End Bal
990	Petty Cash	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
991	Cash On Hand	\$0.00	\$1,737.81	\$0.00	(\$1,737.81)	\$0.00
992	Checking	\$7,518.21	\$0.00	(\$1,890.78)	\$1,737.81	\$7,365.24 ***
993	Savings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
994	Investments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grand Total		\$7,518.21	\$1,737.81	(\$1,890.78)	\$0.00	\$7,365.24

I have reviewed the above ledger report and attached reports for the current month. I find them accurate and complete to the best of my knowledge.

Bookkeeper:

Date:

Principal:

Date:

*** Entries Must Match

MARIE ROBERTS-CANEY ELEMENTARY

General Ledger Report

Financial Report

From Date: 2/1/2019
To Date: 02/28/2019

From Acct: 1
To Acct: 999999

Activity Accounts

Acct	Account Name	Beg. Bal.	Recpt / JV	Disb / JV	Transfers	End. Bal.	YTD Payables	Work Bal
100	MISCELLANEOUS	\$27.92	\$0.00	\$0.00	\$0.00	\$27.92	\$0.00	\$27.92
200	COUNTRY STORE	\$1,563.31	\$0.00	\$0.00	\$0.00	\$1,563.31	\$0.00	\$1,563.31
300	ATHLETICS	\$2,952.15	\$0.00	\$0.00	\$0.00	\$2,952.15	\$0.00	\$2,952.15
600	FACULTY FUND	\$229.18	\$0.00	\$0.00	\$0.00	\$229.18	\$0.00	\$229.18
1000	DISTRICT SWEEP	\$1,890.78	\$1,712.81	\$(1,890.78)	\$0.00	\$1,712.81	\$0.00	\$1,712.81
5555	BOOK FAIR	\$854.87	\$25.00	\$0.00	\$0.00	\$879.87	\$0.00	\$879.87
Activity Accounts Grand Total		\$7,518.21	\$1,737.81	\$(1,890.78)	\$0.00	\$7,365.24	\$0.00	\$7,365.24

GL Accounts

GL Acct		Begin Bal	Recpt / JV	Disb / JV	Transfers	End Bal	YTD Payables	Work Bal
990	Petty Cash	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
991	Cash On Hand	\$0.00	\$1,737.81	\$0.00	\$(1,737.81)	\$0.00	\$0.00	\$0.00
992	Checking	\$7,518.21	\$0.00	\$(1,890.78)	\$1,737.81	\$7,365.24	\$0.00	\$7,365.24
993	Savings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
994	Investments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
General Ledger Grand Total		\$7,518.21	\$1,737.81	\$(1,890.78)	\$0.00	\$7,365.24	\$0.00	\$7,365.24

I have reviewed the above ledger report and attached reports for the current month. I find them accurate and complete to the best of my knowledge.

Bookkeeper:

Date:

Principal:

Date:

3/6/19

3/6/19

MARIE ROBERTS-CANEY ELEMENTARY

Reconciliation Activity Account Report

From Date: 2/1/2019

To Date: 02/28/2019

From Acct: 1

To Acct: 999999

Date	Payee Source Note	Invoice	PO	Doc Ref	Recp/JV	Disb/JV	Transfer	Balance	Offset Acct
Activity Acct: 100 - MISCELLANIOUS								Beginning Balance: \$27.92	
<u>Advisor:</u> <u>DARWIN NOBLE</u>									
Totals					\$0.00	\$0.00	\$0.00	\$27.92	
						Accounts Payable		\$0.00	
						Working Balance		\$27.92	
						Currently Encumbered (PO)		\$0.00	
Activity Acct: 200 - COUNTRY STORE								Beginning Balance: \$1,563.31	
<u>Advisor:</u> <u>DARWIN NOBLE</u>									
Totals					\$0.00	\$0.00	\$0.00	\$1,563.31	
						Accounts Payable		\$0.00	
						Working Balance		\$1,563.31	
						Currently Encumbered (PO)		\$0.00	
Activity Acct: 300 - ATHLETICS								Beginning Balance: \$2,952.15	
<u>Advisor:</u> <u>DARWIN NOBLE</u>									
Totals					\$0.00	\$0.00	\$0.00	\$2,952.15	
						Accounts Payable		\$0.00	
						Working Balance		\$2,952.15	
						Currently Encumbered (PO)		\$0.00	
Activity Acct: 600 - FACULTY FUND								Beginning Balance: \$229.18	
<u>Advisor:</u> <u>DARWIN NOBLE</u>									
Totals					\$0.00	\$0.00	\$0.00	\$229.18	
						Accounts Payable		\$0.00	
						Working Balance		\$229.18	
						Currently Encumbered (PO)		\$0.00	

Jason Fyfe

MARIE ROBERTS-CANEY ELEMENTARY

Reconciliation Activity Account Report

From Date: 2/1/2019

To Date: 02/28/2019

From Acct: 1

To Acct: 999999

Date	Payee Source Note	Invoice	PO	Doc Ref	Recp/JV	Dish/JV	Transfer	Balance	Offset Acct
Activity Acct: 1000 - DISTRICT SWEEP							Beginning Balance: \$1,890.78		
<u>Advisor:</u>									
2/4/19	JASON L. FUGATE store sales			7613	\$40.00	\$0.00	\$0.00	\$1,930.78	991
2/5/19	JASON L. FUGATE store sales			7614	\$65.00	\$0.00	\$0.00	\$1,995.78	991
2/7/19	JASON L. FUGATE store sales			7615	\$40.00	\$0.00	\$0.00	\$2,035.78	991
2/8/19	JASON L. FUGATE store sales			7616	\$359.00	\$0.00	\$0.00	\$2,394.78	991
2/8/19	BREATHITT CO BD OF ED sweep jan acct		185397	9158	\$0.00	\$1,890.78	\$0.00	\$504.00	992
2/11/19	JASON L. FUGATE store sales			7617	\$34.00	\$0.00	\$0.00	\$538.00	991
2/11/19	JASON L. FUGATE j mcintosh charger			7618	\$15.00	\$0.00	\$0.00	\$553.00	991
2/11/19	JASON L. FUGATE h hurt screen			7619	\$30.00	\$0.00	\$0.00	\$583.00	991
2/11/19	JASON L. FUGATE k martin screen			7620	\$30.00	\$0.00	\$0.00	\$613.00	991
2/12/19	JASON L. FUGATE store sales			7621	\$30.00	\$0.00	\$0.00	\$643.00	991
2/14/19	JASON L. FUGATE store sales			7622	\$241.50	\$0.00	\$0.00	\$884.50	991
2/15/19	JASON L. FUGATE sztore sales			7623	\$15.00	\$0.00	\$0.00	\$899.50	991
2/15/19	JASON L. FUGATE picture profit			7624	\$711.80	\$0.00	\$0.00	\$1,611.30	991
2/27/19	JASON L. FUGATE store sales			7626	\$100.00	\$0.00	\$0.00	\$1,711.30	991
2/28/19	CITIZENS BANK feb interest			28220191	\$1.51	\$0.00	\$0.00	\$1,712.81	991

Activity Acct: 5555 - BOOK FAIR

Beginning Balance: \$854.87

Advisor: MARGARET HENSON

2/27/19	JASON L. FUGATE lost book fees			7625	\$25.00	\$0.00	\$0.00	\$879.87	991
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Totals	\$25.00	\$0.00	\$0.00	\$879.87
		Accounts Payable		\$0.00
		Working Balance		\$879.87
		Currently Encumbered (PO)		\$0.00

I have reviewed the above ledger report and attached reports for the current month. I find them accurate and complete to the best of my knowledge.

Bookkeeper: [Signature] Date: 3/6/19Principal: [Signature] Date: 3/6/19

Reconciliation General Ledger Report

From Date: 2/1/2019

To Date: 02/28/2019

From Acct: 1

To Acct: 999999

Date	Payee Source	Invoice	PO	Doc Ref	Recp/JV	Disb/JV	Transfer	Balance	Act Acct
GL Acct: 990 - Petty Cash								Beginning Balance: \$0.00	
Totals					\$0.00	\$0.00	\$0.00	\$0.00	
GL Acct: 991 - Cash On Hand								Beginning Balance: \$0.00	
2/4/19	JASON L. FUGATE store sales			7613	\$40.00	\$0.00	\$0.00	\$40.00	1000
2/5/19	JASON L. FUGATE store sales			7614	\$65.00	\$0.00	\$0.00	\$105.00	1000
2/7/19	JASON L. FUGATE store sales			7615	\$40.00	\$0.00	\$0.00	\$145.00	1000
2/8/19	JASON L. FUGATE store sales			7616	\$359.00	\$0.00	\$0.00	\$504.00	1000
2/11/19	JASON L. FUGATE store sales			7617	\$34.00	\$0.00	\$0.00	\$538.00	1000
2/11/19	JASON L. FUGATE j mcintosh charger			7618	\$15.00	\$0.00	\$0.00	\$553.00	1000
2/11/19	JASON L. FUGATE h hurt screen			7619	\$30.00	\$0.00	\$0.00	\$583.00	1000
2/11/19	JASON L. FUGATE k martin screen			7620	\$30.00	\$0.00	\$0.00	\$613.00	1000
2/12/19	JASON L. FUGATE store sales			7621	\$30.00	\$0.00	\$0.00	\$643.00	1000
2/14/19	JASON L. FUGATE store sales			7622	\$241.50	\$0.00	\$0.00	\$884.50	1000
2/15/19	JASON L. FUGATE sztoe sales			7623	\$15.00	\$0.00	\$0.00	\$899.50	1000
2/15/19	JASON L. FUGATE picture profit			7624	\$711.80	\$0.00	\$0.00	\$1,611.30	1000
2/27/19	JASON L. FUGATE lost book fees			7625	\$25.00	\$0.00	\$0.00	\$1,636.30	5555
2/27/19	JASON L. FUGATE store sales			7626	\$100.00	\$0.00	\$0.00	\$1,736.30	1000
2/28/19	CITIZENS BANK feb interest			28220191	\$1.51	\$0.00	\$0.00	\$1,737.81	1000
2/28/19	Transfer out			Deposit	\$0.00	\$0.00	(\$1,737.81)	\$0.00	992
Totals					\$1,737.81	\$0.00	(\$1,737.81)	\$0.00	
GL Acct: 992 - Checking								Beginning Balance: \$7,518.21	
2/8/19	BREATHITT CO BD OF EDUC. sweep jan acct	185397		9158	\$0.00	\$1,890.78	\$0.00	\$5,627.43	1000
2/28/19	Transfer in			Deposit	\$0.00	\$0.00	\$1,737.81	\$7,365.24	991
Totals					\$0.00	\$1,890.78	\$1,737.81	\$7,365.24	
GL Acct: 993 - Savings								Beginning Balance: \$0.00	
Totals					\$0.00	\$0.00	\$0.00	\$0.00	
GL Acct: 994 - Investments								Beginning Balance: \$0.00	
Totals					\$0.00	\$0.00	\$0.00	\$0.00	

I have reviewed the above ledger report and attached reports for the current month. I find them accurate and complete to the best of my knowledge.

Bookkeeper: *[Signature]*

Date: 3/6/19

Principal: *[Signature]*

Date: 3/6/19



CITIZENS BANK & TRUST CO. OF JACKSON

P.O. BOX 770
JACKSON, KENTUCKY 41339
Bookkeeping (606) 666-6743 & (606) 666-6744 • (606) 666-7575
Internet Banking www.citizensbankjackson.com

821

Page Number
Account Number:
Date

1 of 5
5003237
02/28/19

*****AUTO**ALL FOR AA
823 0.9320 AB 0.412 3 4 89

BR CO BD OF EDUCATION
MARIE ROBERTS ELEM GEN FUND
2 SIGNATURES REQUIRED
115 REDSKIN RUN
LOST CREEK KY 41348-9192

Enclosures

13

500-323-7

Super Now Accounts

Summary of Activity Since Your Last Statement

Balance Forward From 02/01/2019	7,809.84	Images Enclosed.....	13
12 Deposits/Credits.....	1,877.81 +	Minimum Balance.....	7,238.73
2 Withdrawals/Debits.....	2,322.41 -	Average Balance.....	7,893.23
Ending Balance As Of 02/28/2019	7,365.24	Average Available Balance.....	7,877.52
Interest Earned From.....	02/01/2019	Interest Paid This Period.....	1.51
Interest Earned Through.....	02/28/2019	Interest Paid YTD.....	3.29
Days In Earnings Period.....	28	Annual Percentage Yield Earned	0.25%
Interest Earned This Period.....	1.51		

DEPOSITS

DATE	AMOUNT	DESCRIPTION	DATE	AMOUNT	DESCRIPTION
02/04/2019	85.00	Regular Deposit	02/11/2019	109.00	Regular Deposit
02/04/2019	55.00	Regular Deposit	02/15/2019	726.80	Regular Deposit
02/04/2019	40.00	Regular Deposit	02/15/2019	241.50	Regular Deposit
02/08/2019	359.00	Regular Deposit	02/15/2019	30.00	Regular Deposit
02/08/2019	65.00	Regular Deposit	02/28/2019	125.00	Regular Deposit
02/08/2019	40.00	Regular Deposit			

OTHER CREDITS

DATE	AMOUNT	DESCRIPTION
02/28/2019	1.51	Interest Credit

CHECKS

DATE	CHECK NO	AMOUNT	DATE	CHECK NO	AMOUNT
02/08/2019	9154	431.63	02/19/2019	9158 *	1,890.78

* - denotes missing check number in sequence

DAILY BALANCE INFORMATION

DATE	BALANCE	DATE	BALANCE	DATE	BALANCE
01/31/2019	7,809.84	02/11/2019	8,131.21	02/28/2019	7,365.24
02/04/2019	7,989.84	02/15/2019	9,129.51		
02/08/2019	8,022.21	02/19/2019	7,238.73		

A. Fugate
Hase



CITIZENS BANK & TRUST CO. OF JACKSON

P.O. BOX 770
JACKSON, KENTUCKY 41339

Bookkeeping (606) 666-6743 & (606) 666-6744 • (606) 666-7575
Internet Banking www.citizensbankjackson.com

821

Page Number
Account Number:
Date

2 of 5
5003237
02/28/19

*****AUTO**ALL FOR AA
823 0.9320 AB 0.412 3 4 89

Enclosures

13

BR CO BD OF EDUCATION
MARIE ROBERTS ELEM GEN FUND
2 SIGNATURES REQUIRED
115 REDSKIN RUN
LOST CREEK KY 41348-9192

NOTES

DATE	DESCRIPTION
02/01/2019	Effective Interest Rate 0.25%

If you have been paying multiple overdraft fees, there may be cheaper, alternative products that may be better suited for your needs. Please call our bookkeeping department at (606) 666-7575 to discuss other options with a customer service representative or visit us at your local branch.

Jason Fugate



Page
Account:
Date

3 of 5
5003237
02/28/19

DEPOSIT TICKET
FOR CLEAR COPY, PRESS FINELY

DATE: 2-4-19

CURRENCY: 40.00

COINS: 15.00

TOTAL: 55.00

MARIE ROBERTS ELEMENTARY
GENERAL FUND

CITIZENS BANK & TRUST CO.
OF JACKSON
P.O. BOX 770
JACKSON, KENTUCKY 40408

AA \$ 40.00
VB

02/04/2019 \$40.00

THIS SIDE FOR BANK USE ONLY

CHECK
LESS DEPOSIT
CASH RETURNED

DATE: 2/4/2019

CITIZENS BANK & TRUST CO. OF JACKSON

DEPOSIT TICKET
FOR CLEAR COPY, PRESS FINELY

DATE: 1-23-19

CURRENCY: 55.00

COINS: 15.00

TOTAL: 70.00

MARIE ROBERTS ELEMENTARY
GENERAL FUND

CITIZENS BANK & TRUST CO.
OF JACKSON
P.O. BOX 770
JACKSON, KENTUCKY 40408

AA \$ 55.00
VB

02/04/2019 \$55.00

THIS SIDE FOR BANK USE ONLY

CHECK
LESS DEPOSIT
CASH RETURNED

DATE: 1/23/2019

CITIZENS BANK & TRUST CO. OF JACKSON

DEPOSIT TICKET
FOR CLEAR COPY, PRESS FINELY

DATE: 1-28-19

CURRENCY: 85.00

COINS: 5.00

TOTAL: 90.00

MARIE ROBERTS ELEMENTARY
GENERAL FUND

CITIZENS BANK & TRUST CO.
OF JACKSON
P.O. BOX 770
JACKSON, KENTUCKY 40408

AA \$ 85.00
VB

02/04/2019 \$85.00

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CHECK
LESS DEPOSIT
CASH RETURNED

DATE: 1/28/2019

CITIZENS BANK & TRUST CO. OF JACKSON

DEPOSIT TICKET
FOR CLEAR COPY, PRESS FINELY

DATE: 2-7-19

CURRENCY: 40.00

COINS: 15.00

TOTAL: 55.00

MARIE ROBERTS ELEMENTARY
GENERAL FUND

CITIZENS BANK & TRUST CO.
OF JACKSON
P.O. BOX 770
JACKSON, KENTUCKY 40408

AA \$ 40.00
VB

02/08/2019 \$40.00

THIS SIDE FOR BANK USE ONLY

CHECK
LESS DEPOSIT
CASH RETURNED

DATE: 2/7/2019

CITIZENS BANK & TRUST CO. OF JACKSON

DEPOSIT TICKET
FOR CLEAR COPY, PRESS FINELY

DATE: 2-5-19

CURRENCY: 65.00

COINS: 15.00

TOTAL: 80.00

MARIE ROBERTS ELEMENTARY
GENERAL FUND

CITIZENS BANK & TRUST CO.
OF JACKSON
P.O. BOX 770
JACKSON, KENTUCKY 40408

AA \$ 65.00
VB

02/08/2019 \$65.00

THIS SIDE FOR BANK USE ONLY

CHECK
LESS DEPOSIT
CASH RETURNED

DATE: 2/5/2019

CITIZENS BANK & TRUST CO. OF JACKSON

Jason F. Felt



Page
Account:
Date

4 of 5
5003237
02/28/19

DEPOSIT TICKET
FOR CLEAR COPY, PLEASE PRINT

DATE: 2-8-19

CURRENCY: 359.00

CHECKS: 9.00

CHECKS: Bernet

MARIE ROBERTS ELEMENTARY
GENERAL FUND

CITIZENS BANK & TRUST CO.
OF JACKSON
P.O. BOX 170
JACKSON, KENTUCKY 40403

\$ 359.00

10424081224 500 323 70 11

02/08/2019 \$359.00

THIS SIDE FOR BANK USE ONLY

CHECK

LESS DEPOSIT

CASH RETURNED

COIN

COUPONS

TOTAL

CITIZENS BANK & TRUST CO. 2/8/2019 CbtyJUC01

DEPOSIT TICKET
FOR CLEAR COPY, PLEASE PRINT

DATE: 2-11-19

CURRENCY: 109.00

CHECKS: 109.00

MARIE ROBERTS ELEMENTARY
GENERAL FUND

CITIZENS BANK & TRUST CO.
OF JACKSON
P.O. BOX 170
JACKSON, KENTUCKY 40403

\$ 109.00

10424081224 500 323 70 11

02/11/2019 \$109.00

THIS SIDE FOR BANK USE ONLY

CHECK

LESS DEPOSIT

CASH RETURNED

COIN

COUPONS

TOTAL

CITIZENS BANK & TRUST CO. 2/11/2019 CbtyJAH119

DEPOSIT TICKET
FOR CLEAR COPY, PLEASE PRINT

DATE: 2-13-19

CURRENCY: 30.00

CHECKS: 30.00

MARIE ROBERTS ELEMENTARY
GENERAL FUND

CITIZENS BANK & TRUST CO.
OF JACKSON
P.O. BOX 170
JACKSON, KENTUCKY 40403

\$ 30.00

10424081224 500 323 70 11

02/15/2019 \$30.00

THIS SIDE FOR BANK USE ONLY

CHECK

LESS DEPOSIT

CASH RETURNED

COIN

COUPONS

TOTAL

CITIZENS BANK & TRUST CO. 2/15/2019 CbtyJAH01

DEPOSIT TICKET
FOR CLEAR COPY, PLEASE PRINT

DATE: 2-14-19

CURRENCY: 241.50

CHECKS: 241.50

MARIE ROBERTS ELEMENTARY
GENERAL FUND

CITIZENS BANK & TRUST CO.
OF JACKSON
P.O. BOX 170
JACKSON, KENTUCKY 40403

\$ 241.50

10424081224 500 323 70 11

02/15/2019 \$241.50

THIS SIDE FOR BANK USE ONLY

CHECK

LESS DEPOSIT

CASH RETURNED

COIN

COUPONS

TOTAL

CITIZENS BANK & TRUST CO. 2/15/2019 CbtyJAH01

DEPOSIT TICKET
FOR CLEAR COPY, PLEASE PRINT

DATE: 2-15-19

CURRENCY: 726.80

CHECKS: 726.80

MARIE ROBERTS ELEMENTARY
GENERAL FUND

CITIZENS BANK & TRUST CO.
OF JACKSON
P.O. BOX 170
JACKSON, KENTUCKY 40403

\$ 726.80

10424081224 500 323 70 11

02/15/2019 \$726.80

THIS SIDE FOR BANK USE ONLY

CHECK

LESS DEPOSIT

CASH RETURNED

COIN

COUPONS

TOTAL

CITIZENS BANK & TRUST CO. 2/15/2019 CbtyJAH01



Page
Account:
Date

5 of 5
5003237
02/28/19

DEPOSIT TICKET
FOR CLEAN COPY, PRESS FINELY

DATE: 02/28/19

CURRENCY: 100.00

AMOUNT: 125.00

MEMO: MILLER

CITIZENS BANK & TRUST CO.
OF JACKSON
JACKSON, KENTUCKY 41309

MAIRIE ROBERTS ELEMENTARY
GENERAL FUND

02/28/2019 \$125.00

CITIZENS BANK & TRUST CO.
0421081224-1-07
2/28/2019CBTKYAH18

THIS SIDE FOR BANK USE ONLY

CHECK
DEPOSIT
CASH DEPOSIT

COIN
DEPOSIT

COIN
DEPOSIT

MAIRIE ROBERTS - CANEY ELEMENTARY
GENERAL FUND
118 REDBON RUN
LOST CREEK, KY 41348
(606) 666-7776

1/23/2019

PAY TO THE ORDER OF

FOUR HUNDRED THIRTY-ONE AND 53/100

Pay to: ORIENTAL TRADING
PO BOX 2049
OMAHA, NE, 68103

MEMO

02/08/2019 9154 \$431.63

THIS SIDE FOR BANK USE ONLY

CITIZENS BANK & TRUST CO.
OF JACKSON
JACKSON, KENTUCKY 41309

MAIRIE ROBERTS - CANEY ELEMENTARY
GENERAL FUND
118 REDBON RUN
LOST CREEK, KY 41348
(606) 666-7776

2/8/2019

PAY TO THE ORDER OF

ONE THOUSAND EIGHT HUNDRED NINETY AND 78/100

Pay to: BREATHTIT CO BD OF EDUC.
P.O. BOX 760
JACKSON, KY, 41309

MEMO

02/19/2019 9158 \$1,890.78

CITIZENS BANK & TRUST CO.
0421081224-1-046
2/19/2019CBTKYWH18

THIS SIDE FOR BANK USE ONLY

CITIZENS BANK & TRUST CO.
OF JACKSON
JACKSON, KENTUCKY 41309

Jason Foster

CARRY
OVER

- 100

7365.24

IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC TRANSFERS

Telephone us at 806-666-7575 or write us at P.O. Box 770, Jackson, KY, as soon as you can, if you think your statement or receipt is wrong or if you need more information about a transfer on the statement or receipt. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

- (1) Tell us your name and the account number (if any)
- (2) 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.
- (3) Tell us the dollar amount of the suspected error.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days to do this, we will credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation.

Federal Law requires us to tell you how we collect, share, and protect your personal information. Our privacy policy has not changed and you may review our policy and practices with respect to your personal information at <https://www.citizensbankjackson.com/Privacy-Security/Privacy-Policy> or we will mail you a free copy upon request if you call us at (606) 668-7575.

Main Office Monday thru Thursday 9:00 - 4:00, Friday 9:00 - 6:00 and Saturday 9:00 - 12:00
Branch Office Monday, Tuesday, Thursday and Friday 9:00 - 3:00, Wednesday 9:00 - 12:00 and Saturday closed.

Beattyville Branch Lobby: Monday - Friday, 8:30 AM - 4:30 PM
Saturday 8:00 AM - 12:00 PM

Beattyville Branch Drive-Thru: Monday - Thursday 8:30 AM - 4:30 PM
Friday: 8:00 AM - 6:00 PM
Saturday: 8:00 AM - 12:00 PM