

**MONTHLY FINANCIAL REPORT  
TRUST AND BOND FUNDS**

JD-ES-16 Rev. 3-17

STATE OF CONNECTICUT  
**SUPERIOR COURT**  
www.jud.ct.gov**Instructions**

1. Signed original must be mailed to the address below not later than the 15th of each month.
2. Retain copy for your files.

**TO: Court Operations, Project Management and Administration, 90 Washington Street, Hartford, CT 06106**

Report for month ending

From (Name of Judicial District, G.A. or Housing Session)

Address of court

Prepared By (Print or type name)

Signed (Clerk of Court)

Date Signed

**A. JOURNAL RECONCILIATION**

1. Journal balance beginning of month \$

**ADDITIONS**2. Cash received during month (+)  
(include currency, checks and money orders) \$

3. Transfers in from STIF (+) \$

4. Other (e.g. Redeposits, stop payments) (+) \$

5. **Total (Add 1, 2, 3 and 4)** \$**DEDUCTIONS**

6. Checks issued for month (-) \$

7. Transfers out to STIF (-) \$

8. Other (e.g. Bad Checks) (-) \$

9. **Total (Add 6, 7 and 8)** \$10. **Reconciled journal balance end of month**  
**(Subtract 9 from 5) (Must equal line B10)** \$**B. BANK RECONCILIATION**

1. Balance end of month per bank statement \$

**ADDITIONS**

2. Deposits in transit (+) \$

3. STIF Transfers in transit (+) \$

4. Other (e.g. Shortages, bank charges) (+) \$

5. **Total (Add 1, 2, 3 and 4)** \$**DEDUCTIONS**

6. Checks outstanding (-) \$

7. STIF Transfers in transit (-) \$

8. Other (e.g. Overages, bank credits) (-) \$

9. **Total (Add 6, 7 and 8)** \$10. **Reconciled bank balance end of month**  
**(Subtract 9 from 5) (Must equal line A10)** \$**C. SUBSIDIARY LISTING RECONCILIATION**

1. Amount on deposit in STIF Account \$

2. **Total subsidiary listing balance**  
**(Add B10 and C1)** \$