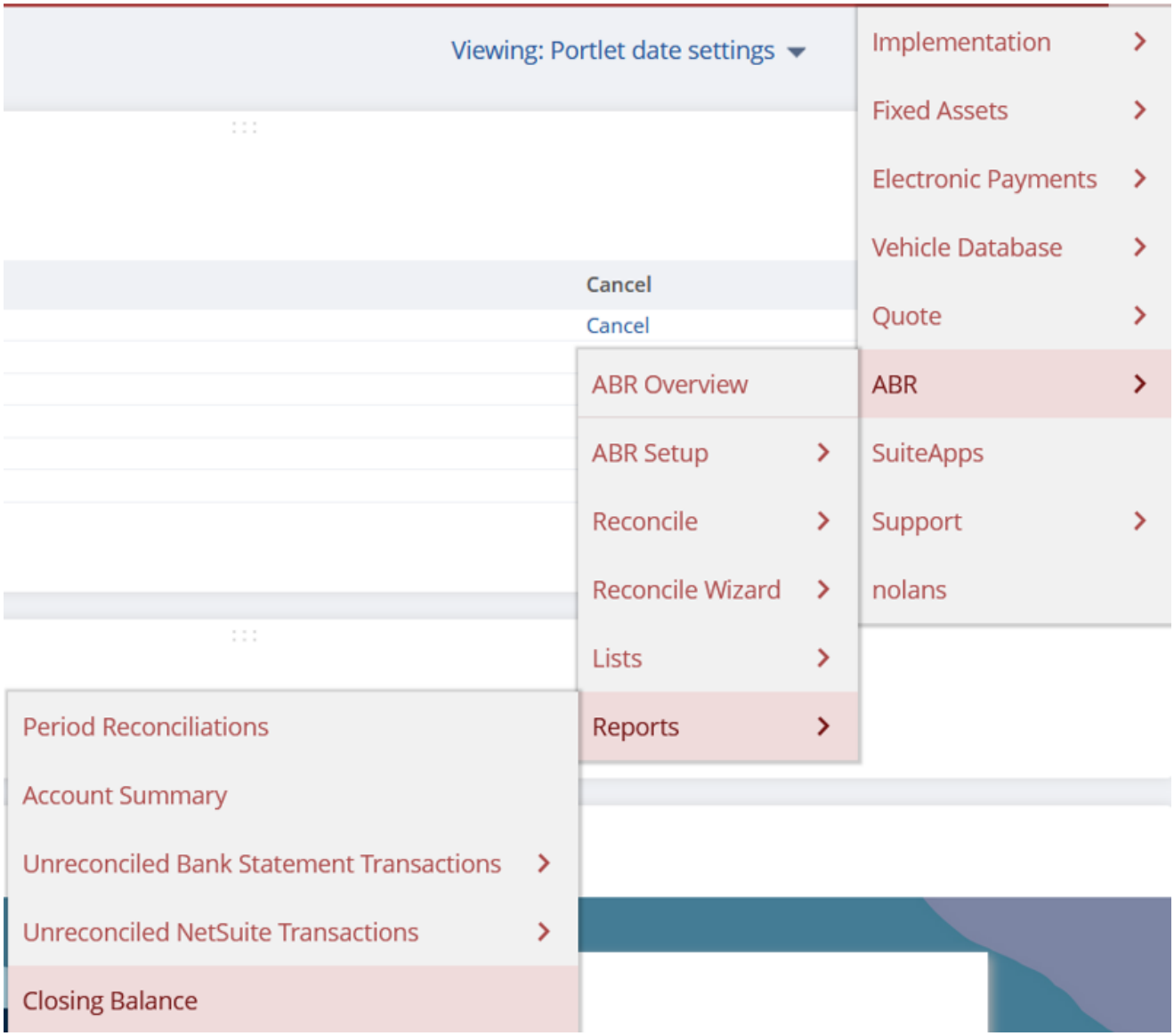
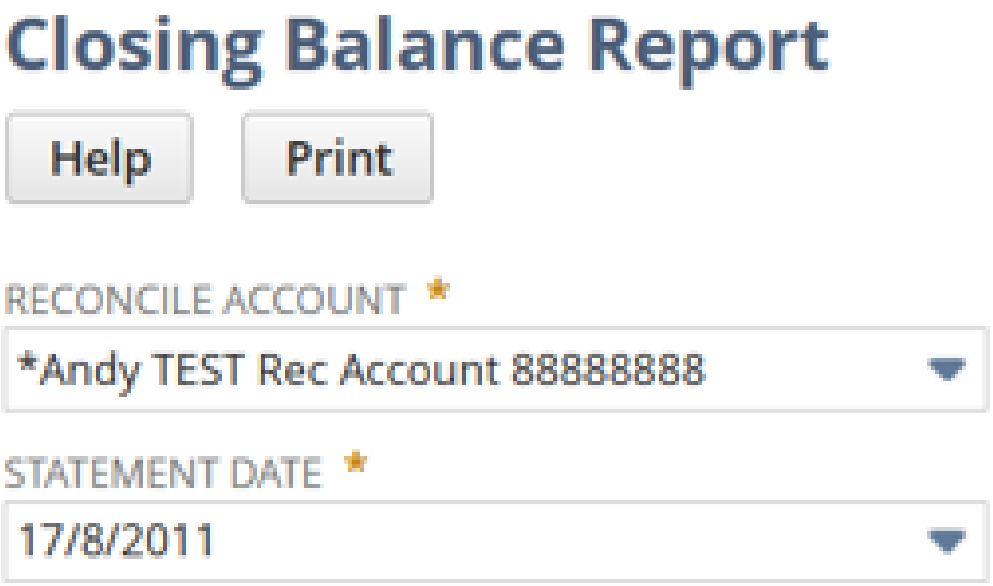
Closing Balance Report

Last updated: July 25, 2022

To create a **Closing Balance Report**, firstly go to **ABR -> Reports -> Closing Balance** as shown below.



This will bring you to the **Closing Balance Report** screen where you must select the **Account** and **Statement Date**.



Now click **Print**.

Your **Closing Balance Report** will open in a new window. This report displays the **Closing Balances** for both the **NetSuite** and **Bank Balances**. Also included are the **Summary of Outstanding Transactions**, and the calculated **Adjusted/Reconciled Balance** on the **Reconciled Statement Date**.

The **Difference** between the **Reconciled Balances** should be **0**.

The **Second Page** details the **Outstanding Transactions** that make up the **Reconciling Difference** on both the **NetSuite** and **Bank** sides.

Closing Balance Report

Statement Date - 3/14/2025

Bank Account	**ABR ST**	Account No	04081216
Currency	US Dollar	Subsidiary	UK Company

NetSuite	Total	Balance	Bank	Total	Balance	Difference
Reconciled Balance - 3/14/2025		**10,360.86**	**Reconciled Balance - 3/14/2025**		**0.00**	**-10,360.86**
Outstanding Receipts (12)	813.94		Outstanding Receipts (0)	0.00		
Outstanding Payments (0)	0.00		Outstanding Payments (0)	0.00		
Total Outstanding	813.94		Total Outstanding	0.00		-813.94
Account Balance - 3/14/2025		**11,174.80**	**Bank Statement Balance - 3/14/2025**		**0.00**	**-11,174.80**
Reconciled Receipts (0)	0.00		Reconciled Receipts (0)	0.00		
Reconciled Payments (0)	0.00		Reconciled Payments (0)	0.00		
Total Reconciled	0.00		Total Reconciled	0.00		0.00
Total Reconciled - 3/14/2025		**0.00**	**Total Reconciled - 3/14/2025**		**0.00**	**0.00**
Last Reconciled Balance - 2/28/2025		**0.00**	**Last Reconciled Balance - 2/28/2025**		**0.00**	**0.00**