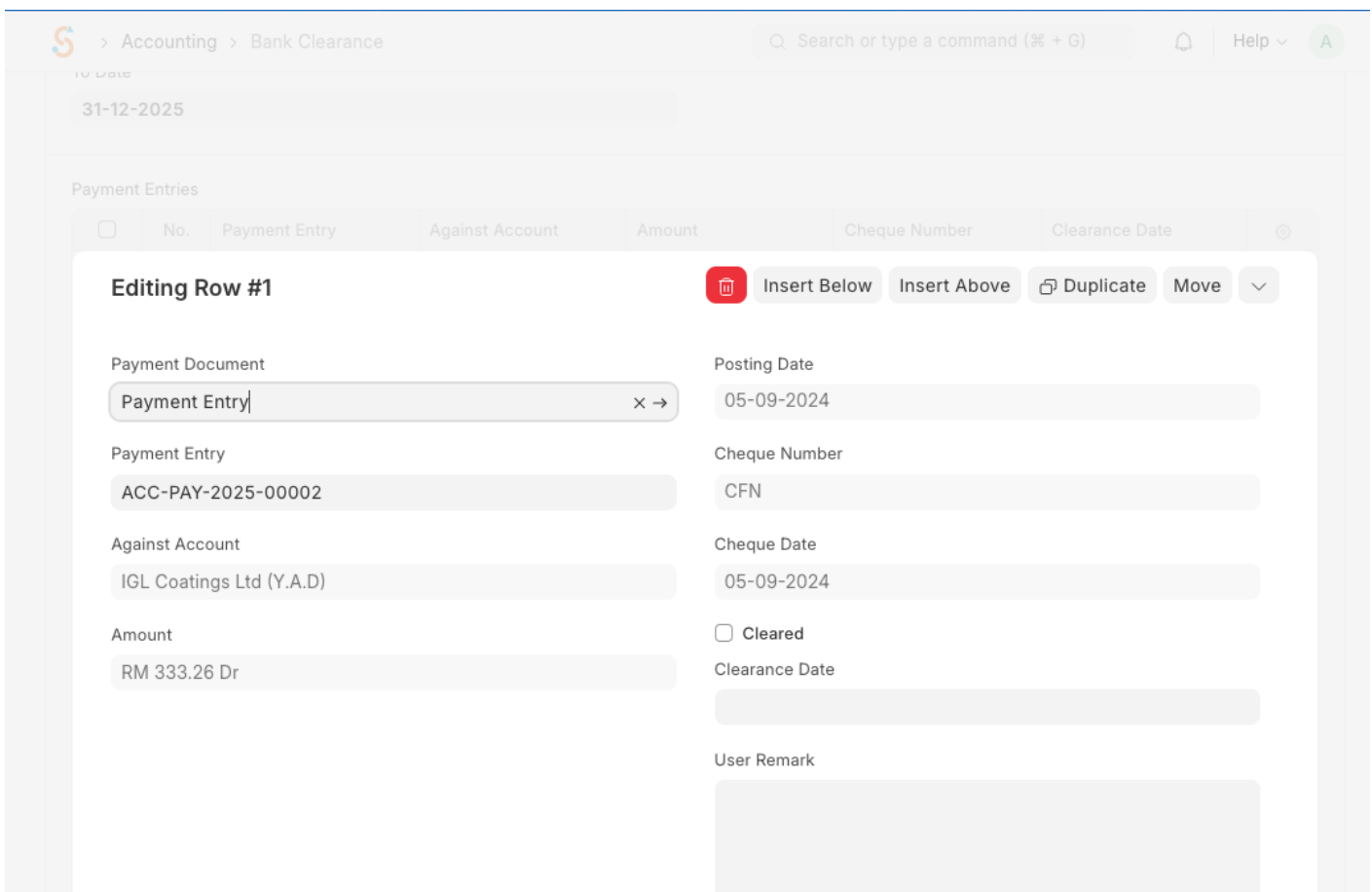


# Bank Reconciliation

Bank reconciliation ensures that the transactions recorded in **SMURPS** match those on your bank statement. Differences often occur because cheques or payments have not yet cleared.

To reconcile a bank account:

1. Open **Bank Clearance** and select the **Bank Account** and a **Date Range**.
2. Click **Get Payment Entries** to list all unreconciled payment entries and journal entries within the chosen period.
3. Compare each entry with your bank statement. For payments that have cleared, enter the **Clearance Date**.
4. Once all applicable entries have clearance dates, verify that the **Balance as per bank** matches your statement. Any mismatch indicates missing or incorrectly dated entries, which should be reviewed.



The screenshot displays the 'Bank Clearance' interface in SMURPS. At the top, there is a navigation bar with 'Accounting > Bank Clearance' and a search bar. Below this, a date range '31-12-2025' is selected. The main area is titled 'Payment Entries' and shows a table with columns: 'No.', 'Payment Entry', 'Against Account', 'Amount', 'Cheque Number', and 'Clearance Date'. A modal window titled 'Editing Row #1' is open, showing the details of a payment entry. The entry is for 'Payment Entry' (document type) with a posting date of '05-09-2024'. The payment entry number is 'ACC-PAY-2025-00002' and the cheque number is 'CFN'. The amount is 'RM 333.26 Dr'. The 'Against Account' is 'IGL Coatings Ltd (Y.A.D)' and the cheque date is '05-09-2024'. There is a 'Cleared' checkbox which is currently unchecked, and a 'Clearance Date' field which is empty. A 'User Remark' field is also present at the bottom of the modal.

Bank reconciliation reports show the *balance as per bank statement* and *balance as per SMURPS*. Updating clearance dates adjusts the bank balance in the general ledger, ensuring your books reflect the actual bank position.

Bank Reconciliation Stateme...

Actions ↕ ↺ ⋮

Strella Consulting S... MAYBANK - SCSB 05-12-2025  Include POS Transactions

	Posting ...	Payment Document Type	Payment Document	Debit	Credit	Against Account
14	23-11-2...	Payment Entry	ACC-PAY-2023-00012	RM 0.00	RM 477.00	Advantt Solutions Sdn Bhd
15	23-11-2...	Payment Entry	ACC-PAY-2023-00013	RM 0.00	RM 4,000.00	Advantt Solutions Sdn Bhd
16	23-01-2...	Payment Entry	ACC-PAY-2024-00004	RM 5,300.00	RM 0.00	Advanced Inkjet Sdn Bhd
17	31-01-2...	Payment Entry	ACC-PAY-2024-00005	RM 2,120.00	RM 0.00	iHandal Energy Solutions
18	21-05-2...	Payment Entry	ACC-PAY-2024-00007	RM 0.00	RM 1,000.00	Francine
19	24-07-2...	Payment Entry	ACC-PAY-2024-00008	RM 0.00	RM 8,480.00	Advantt Solutions Sdn Bhd
20	10-10-2...	Payment Entry	ACC-PAY-2025-00005	RM 3,000.00	RM 0.00	Alison Chow
21	31-10-2...	Payment Entry	ACC-PAY-2025-00006	RM 15,000.00	RM 0.00	Advanced Inkjet Sdn Bhd
22	05-12-2...	Payment Entry	ACC-PAY-2025-00007	RM 0.00	RM 2,120.00	ABC Co Sdn Bhd
23			Bank Statement balance as p...	RM 0.00	RM 5,227.00	
24				RM 0.00	RM 0.00	
25			Outstanding Cheques and De...	RM 52,720.00	RM 45,227.00	
26			Cheques and Deposits incorr...	RM 0.00	RM 0.00	

Revision #2

Created 2025-12-06 01:45:15 UTC by Admin

Updated 2025-12-06 02:14:40 UTC by Admin