



### LEDGER RECONCILIATION CERTIFICATION

Department Name: \_\_\_\_\_ Fiscal Year: \_\_\_\_\_ Accounting Period: \_\_\_\_\_

Upon reconciling appropriate General Ledger reports and supporting documentation, initial the corresponding Department ID and Fund Code to certify that the transactions have been reviewed for accuracy and that any discrepancies have been listed on the Ledger Reconciliation Correction Record (GA-03).

DeptID	Fund Code	Initials

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Comments:

Completed By: \_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Reviewed By: \_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date