

# BYU AGENCY ACCOUNTS

## CHECK REGISTER

**Instructions:** Please record the following information regarding each check disbursement. Check records should be kept for three years.

Dates: \_\_\_\_\_ to \_\_\_\_\_

Checks: \_\_\_\_\_ to \_\_\_\_\_

Check Number	Date	Payee	Purpose of Transaction	Payment (Debit)	Deposit (Credit)	Fees, Otr Trans	Balance