**Writing a Check Worksheet**

**Name** _____

1. Fill out the first blank check, below, using the following information:
   - The date is 11/5
   - You are buying an item from the Cool Dress Shoppe
   - Write the cost of the item, $49.67, in numbers
   - Now, write out the amount in words
   - Fill in the Memo line: "cool dress"
   - Sign the check with your complete signature

2. Choose your own information to complete the second check for $25.65.

Your name                                                                 100
Street Address
City, State 12345                              Date _____

Pay to
the order of _____  $ _____

_____  Dollars

Bank
Street Address
City, State 12345

Memo _____        _____

⑆123400056⑆        987654 32⑈0102

Your name                                                                 101
Street Address
City, State 12345                              Date _____

Pay to
the order of _____  $ _____

_____  Dollars

Bank
Street Address
City, State 12345

Memo _____        _____

⑆123400056⑆        987654 32⑈0103

**3. Record Check 101 on the Check Register.**

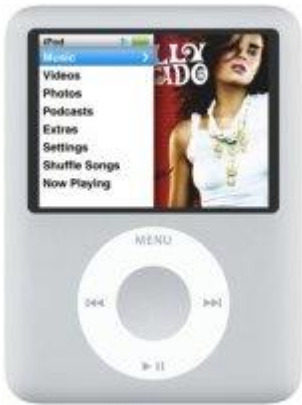**4. Write the price in words.**

For example $108.34 =

$108.34 =   One hundred eight dollars and 34/100

$108.00 =   One hundred eight dollars and no cents

$108.00 =   One hundred eight dollars
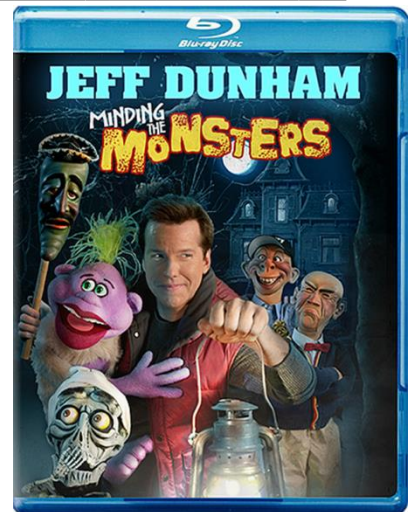
**Apple 4 GB iPod Nano with Video (Silver)**

**$149.55 from Radio Shack**



_____



**Minding the Monsters (Blu-Ray)**

**$13.45 from Fred Meyer**

_____



**Groceries**

**$65.95 from Safeway**

_____

**5. Write a check for each purchase.**

**Your name**
**Street Address**
**City, State 12345**                                          102

Date _____

Pay to
the order of ___ *Radio Shack* _____ $ _____

_____ Dollars

**Bank**
**Street Address**
**City, State 12345**

Memo _____          _____

⑈ 1 2 3 4 0 0 0 5 6 ⑈          9 8 7 6 5 4 3 2 ⑈ 0 1 0 2


**Your name**                                                  103
**Street Address**
**City, State 12345**

Date _____

Pay to
the order of _____ $ _____

_____ Dollars

**Bank**
**Street Address**
**City, State 12345**

Memo _____          _____

⑈ 1 2 3 4 0 0 0 5 6 ⑈          9 8 7 6 5 4 3 2 ⑈ 0 1 0 3


**Your name**                                                  104
**Street Address**
**City, State 12345**

Date _____

Pay to
the order of _____ $ _____

_____ Dollars

**Bank**
**Street Address**
**City, State 12345**

Memo _____          _____

⑈ 1 2 3 4 0 0 0 5 6 ⑈          9 8 7 6 5 4 3 2 ⑈ 0 1 0 4


**6. Deposit a check of +$425.37 from your job at Kaladi Brothers.**

**7. ATM withdrawal of -- $60.00.**

# Check Register

| NUMBER | DATE | DESCRIPTION | √ | PAYMENT/DEBIT (-) | | DEPOSIT/CREDIT(-) | | $ BALANCE FORWARD | |
|--------|------|-------------|---|-------------------|---|-------------------|---|-------------------|---|
| | | | | | | | | 1,000 | 00 |
| 100 | 11/5 | Cool Dress Shoppe | | - 49 | 67 | | | - 49 | 67 |
| | | | | | | | | + 950 | 33 |
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