

**Department of the Treasury
General Treasury Disbursement Services
Monthly Analysis Sample Format
For the Month of _____**

1.	Average Ledger Balance	\$ _____	
2.	Average Collected Balance	\$ _____	
3.	Less Non-Earning Federal Reserve Requirement	\$ _____	
4.	Average Available Balance	\$ _____	
5.	Earned Credit for This Month Line 4 x Earning Rate of ____% / 12* (Rate: No less than 13-week T-Bill Yield)	\$ _____	
6.	Positive Earnings Credit Carry Forward From Prior Month (If Any)	\$ _____	
7.	Total Earnings Credits Available (5 + 6)		\$ _____
8.	Account Maintenance _____ @ _____	\$ _____	
9.	# of Checks Issued _____ @ _____	\$ _____	
10.	# of ACH Payments Issued _____ @ _____	\$ _____	
11.	# of Wires Out _____ @ _____	\$ _____	
12.	Other	\$ _____	
13.	Other	\$ _____	
14.	Other	\$ _____	
15.	Total Bank Charges (Lines 8 – 14)		\$ _____
16.	Total Due Bank (If line 7 minus line 15 is negative)		\$ (_____)
16.	Carry Forward Earnings Due State (If line 7 minus line 15 is positive)		\$ _____

* 12 months; or divided by the number of days in the year, times the number of days in the reporting month.

NOTE: The cost items noted above are not necessarily all inclusive. This is an example of the preferred monthly analysis format.