**Daily Balance Log for Deposit for Security Deposit Account**

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Amount Posted to Trust Account $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Amount taken from tape $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Total Deposit to the bank $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Items to confirm:**

* Deposit slip from bank attached
* Copy of Security Deposit Ledger (Report # 77)
* Run Security Deposit Report (Report #17) and confirm each balances and attach both