

CHECKBOOK

MATH

REM 524

A TEACHING RESOURCE FROM



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INTRODUCTION

Of the many life skills students gradually learn, the handling of and accounting for money is an important survival objective. Early knowledge of the wisdom of saving and spending in a responsible way helps to establish good, life-long money management habits.

Checkbook Math teaches the practical use of a checking account. It gives clear, simple instructions on how to write checks and includes plenty of check-writing practice. Students also learn how to record checks, keep track of balances, and add deposits to their accounts. Real-life situation word problems add reality and interest to this learning experience.

Grade Level: 6-12

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Parts of a Check

② Name, address, and phone number of person writing check

③ Name of person or place to whom check is being written

① Month, day, and year that check is written

Bank identification number

Check number

LOTTIE CASH
34 Penny Ln. Ph. 555-1080
Anytown, AZ 85000

12-1
921

January 1, 2015

103

Pay to the order of Sam's Grocers \$ 36.48

Thirty-six and 48/100 Dollars

④ Amount of check (in numbers)

Name and address of bank

Double Diamond Bank
4444 E. Clinton Street
Anytown, AZ 85000

For groceries

Lottie Cash

⑦ Signature of person writing check

⑤ Amount of check (written out in words and numbers)

⑥ What check is written for

Routing number

Account number

Check number

123456789 : 9876543210123 103

Read the information given below. Use it to complete the blank check at the bottom of this page.

- | | |
|---|---------------------------------|
| 1. January 14, 2015 | 4. \$26.75 |
| 2. Print your name, address, and phone number here. | 5. Twenty-six and 75/100 |
| 3. Toys 'R Fun | 6. birthday gift |
| | 7. Sign your name on this line. |

12-1
921

104

Pay to the order of _____ \$ _____

_____ Dollars

Double Diamond Bank
4444 E. Clinton Street
Anytown, AZ 85000

For _____

123456789 : 9876543210123 104

Writing Dollars and Cents

In order to correctly complete a check, you must be able to write the amount of the check in words. For example:

Amount of check: **\$125.36**

Dollar amount would be written as: ***One hundred twenty-five***

Cents would be written as: ***36/100***

The amount of the check would then be written as follows:

One hundred twenty-five and 36/100 Dollars

If there are no cents in the amount of the check, it is written as follows: 00/100 or no/100 or xx/100.

Read the different dollars and cents amounts below. On the line, write out these amounts as they should appear on the second line of a check. Use the glossary if you need help.

1. \$34.00 _____
2. \$96.00 _____
3. \$115.00 _____
4. \$48.36 _____
5. \$27.18 _____
6. \$83.00 _____
7. \$12.50 _____
8. \$8.00 _____
9. \$126.54 _____
10. \$210.00 _____

Name _____

Writing Checks

Complete each check below with the information given. The name and address of the person writing the check has been printed on the check. Use this name to sign the check.

Check No. 102:

Date: July 16, 2015
Paid to: Desert Flowers
Amount: \$26.38
For: Aunt Lillian

Check No. 103:

Date: February 13, 2015
Paid to: Sally's Bakery
Amount: \$15.35
For: Valentine treats

Check No. 104:

Date: April 4, 2015
Paid to: Jim's Nursery
Amount: \$18.56
For: plants, seeds

CARRIE SHORT 4444 E. Tyler Ph. 555-1343 Phoenix, AZ 85000	<u>12-1</u> 921	102
Pay to the _____ \$ _____ order of _____ Dollars		
Double Diamond Bank 4444 E. Clinton Street Anytown, AZ 85000		
For _____		

JAMES WOODS 1212 N. Platt Ph. 555-1787 Anytown, AZ 85000	<u>12-1</u> 921	103
Pay to the _____ \$ _____ order of _____ Dollars		
Double Diamond Bank 4444 E. Clinton Street Anytown, AZ 85000		
For _____		

BRENDA BLOOM 3849 W. Rose Ph. 555-2666 Miami, FL 34000	<u>12-1</u> 921	104
Pay to the _____ \$ _____ order of _____ Dollars		
Double Diamond Bank 4444 E. Clinton Street Anytown, AZ 85000		
For _____		

Recording Your Checks

The amount of money in your checking account is called the balance. Each time you write a check, you must record it in your check register and subtract the amount of the check to get your new balance.

Mary Jones wrote the check below. Look at the check, and then look at how Mary recorded this check in her check register to get her new balance.

Check:

MARY JONES 306 S. Glover Ph. 545-2678 Phoenix, AZ 85000	$\frac{12-1}{921}$	104 <u>July 7, 2015</u>
Pay to the order of <u>Lil's Beauty Shop</u> \$ <u>36.00</u> <u>Thirty-six and 00/100</u> _____ Dollars		
<div style="display: flex; justify-content: space-between;"> <div style="width: 40%;"> Double Diamond Bank 4444 E. Clinton Street Anytown, AZ 85000 </div> <div style="width: 60%;"> For <u>haircut</u> <u>Mary Jones</u> </div> </div>		

Check Register:

①	②	③	④	⑤	⑥	⑦
Check Number	Date	Check Paid To	Check/Deposit Amount	Balance		
104	7/7/15	Lil's Beauty Salon	36.00	196.00		
				-36.00		
				160.00		

- | | |
|---|---|
| <ol style="list-style-type: none"> 1 Check number 2. Date check was written 3. To whom the check was written 4. Amount of the check | <ol style="list-style-type: none"> 5. Balance before check was written 6. Amount of check written (subtract from balance) 7. New balance (amount left in checking account after check was written) |
|---|---|

Name _____

Keeping a Balance

Record these checks in the check register below and show the new balance.

Check No. 251:

Date: 4/12/2015

Paid to: Larry's Dry Cleaners

Amount: \$13.50

Check No. 252:

Date: 4/16/2015

Paid to: Millie's Fine Fabrics

Amount: \$23.49

Check No. 253:

Date: 4/16/2015

Paid to: S & S Grocers

Amount: \$47.56

Check Number	Date	Check Paid To	Check/Deposit Amount	Balance
				113.67

Record these checks in the check register below and show the new balance.

Check No. 185:

Date: 7/9/2015

Paid to: Tom's Tires

Amount: \$98.78

Check No. 186:

Date: 7/18/2015

Paid to: Flora's Fashions

Amount: \$18.54

Check No. 187:

Date: 7/18/2015

Paid to: The Beautique

Amount: \$36.00

Check Number	Date	Check Paid To	Check/Deposit Amount	Balance
				248.98

Name _____

**Writing Checks/
Keeping a Balance**

Philip Gray bought a stereo at Terry's Electronics for \$149.95. Philip then went to Mel's Discount Music and purchased two new CDs for \$27.96.

Complete both checks below to show Philip's purchases. Record the checks in his check register and show his new balance. Use today's date.

PHILIP GRAY 15 Summit Pl. Ph. 555-4897 Tempe, AZ 85000	<u>12-1</u> 921	102
Pay to the order of _____ \$ _____ _____ Dollars		
<div style="display: flex; align-items: center;"> <div> Double Diamond Bank 4444 E. Clinton Street Anytown, AZ 85000 </div> </div>		
For _____		

PHILIP GRAY 15 Summit Pl. Ph. 555-4897 Tempe, AZ 85000	<u>12-1</u> 921	103
Pay to the order of _____ \$ _____ _____ Dollars		
<div style="display: flex; align-items: center;"> <div> Double Diamond Bank 4444 E. Clinton Street Anytown, AZ 85000 </div> </div>		
For _____		

Check Number	Date	Check Paid To	Check/Deposit Amount	Balance
				225.00