

Office of the Public Guardian Collection and 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 Deposit _____ @ _____	\$_____	
10.	# of ACH's Received _____ @ _____	\$_____	
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)		\$ (_____))
17.	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.