

# Florida Trust Account Three-Way Reconciliation Worksheet

Florida Bar Rule 5-1.2 — Rules Regulating Trust Accounts

Hartwell & Associates, P.A. · Reporting Period: April 2026 · Run Date: 2026-04-30

## SECTION A — BANK RECONCILIATION

Item	Amount
Bank statement ending balance (Plaid live feed)	\$284,150.00
(+) Outstanding deposits in transit List each deposit separately with date and amount.	\$0.00
(-) Outstanding checks Florida Bar Rule 5-1.2 requires each check listed individually with date, check number, payee, and amount.	\$0.00
<b>Adjusted bank balance (A)</b>	\$284,150.00

■ **ATTORNEY ACTION REQUIRED** — The outstanding deposits in transit and outstanding checks above are pre-filled as \$0.00. You must enter the actual amounts before this document is a compliant reconciliation record. Do not sign until Section A reflects the correct adjusted bank balance.

## SECTION B — TRUST ACCOUNT JOURNAL BALANCE

Item	Amount
Trust account cash receipts and disbursements journal balance	\$284,150.00
<b>Adjusted journal balance (B)</b>	\$284,150.00

## SECTION C — CLIENT SUB-LEDGER BALANCES

Matter ID	Client Name / Matter	Ledger Balance
2024-0041	Rivera, Carlos M. — Personal Injury Settlement	\$87,500.00
2024-0089	Kowalski Family Trust — Real Estate Closing	\$112,000.00
2025-0012	Delgado, Maria — Estate Administration	\$43,250.00
2025-0031	Nguyen, Thomas — Commercial Lease Deposit	\$18,500.00
2025-0058	Okonkwo & Sons LLC — Litigation Retainer	\$12,000.00
2025-0077	Bernstein, Rachel — Probate Proceedings	\$10,900.00
		\$284,150.00

## SECTION D — THREE-WAY CERTIFICATION

Balance	Amount	Status
(A) Adjusted bank balance	\$284,150.00	
(B) Adjusted journal balance	\$284,150.00	✓ Agrees with A
(C) Sum of client sub-ledger balances	\$284,150.00	✓ Agrees with A

**Overall reconciliation result**

✓ **BALANCED — A = B = C**

**EXPLANATION OF DIFFERENCES**

*Florida Bar Rule 5-1.2 requires a written explanation of any differences between (A), (B), and (C). If all balances agree, write "None."*

*None — all balances reconcile.*

**ATTORNEY CERTIFICATION**

I certify that I have reviewed this reconciliation and that the information above is accurate and complete to the best of my knowledge, in accordance with Florida Bar Rule 5-1.2.

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Attorney Signature

Florida Bar Number

Date Signed

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IOLTAWatch is a monitoring and early-warning tool. It is not a substitute for professional legal or accounting advice and does not constitute a guarantee of compliance. Outstanding checks and deposits in transit must be entered manually by the responsible attorney. Attorneys are solely responsible for their own trust account obligations under Florida Bar rules.