

Name _____

Date _____

Parts of a Personal Check Guided Lesson

Review the parts of the check with students – check number, date line, pay to the order of, amount in numerals, amount in writing, memo, signature line, transit number and financial institution, account number, personalization

Give students the check below and have them label it and then go over it together to check for understanding.

Sue Cole		143
123 Main St. Seattle, WA 98116		<u>Jan. 3 2008</u>
Pay to the Order of <u>Seattle Gas Company</u>	\$ <u>340.22</u>	
<u>Three hundred forty and</u> $\frac{22}{100}$	_____ Dollars	
Fake Bank Seattle, WA		
For <u>Gas account #12345</u>	<u>Sue Cole</u>	
030249587: 38592 143		

Label the parts of the check using the following terms:

1. Check number (2 spots)
2. Date Line
3. Who the check was written to
4. Amount in numerals
5. Amount in words
6. Memo
7. Signature line
8. Transit and institution numbers
9. Account number



Name _____

Date _____

Parts of a Personal Check Guided Lesson Key

1
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Sue Cole
123 Main St.
Seattle, WA 98116

2 Jan. 3 2008

Pay to the 3 **Seattle Gas Company** \$ 4 **340.22**

Order of _____

5 **Three hundred forty and $\frac{22}{100}$** Dollars

Fake Bank
Seattle, WA

6 → For **Gas account #12345** 7 *Sue Cole*

⑈030249587 38592 143

8 2 1

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