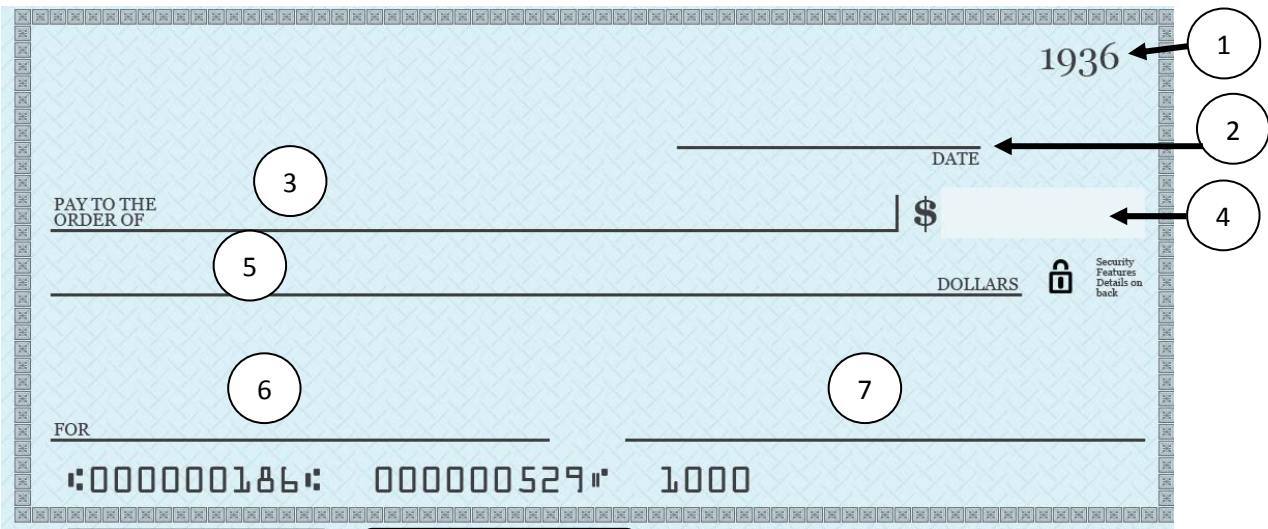


Parts of a Check Lesson



1. Top Right Corner – This number is the check number. When you open up a checking account and order check books, the checks usually start at 001 (unless you request a different starting number).
2. Date Line – There is blank line for you to enter the date when you write a check.
3. Pay to the Order of – This is the line on which you will enter the recipient’s name.
4. Amount (Blank Box) – This is the box in which you will use digits to write the amount of the check (i.e. \$52.14)
5. Blank lines with the word “dollars” at the end – This is the line for writing the amount of the check in words (the cents will still be written using digits). i.e. Fifty-two-----
14
6. For/memo – The blank on the bottom left is to make a note of what you have purchased or paid for. You may record “new clothes” or “dental bill” or whatever the purchase was.
7. Signature line – The line on the bottom right of the check is for your signature.
8. Some checks have a three digit number on the bottom left of the check – this is the check number. The set of numbers includes your branch transit number and your financial institution number (these refer to the physical location of your branch and what type of bank you deal with). The last set of numbers is your account number.

