

The Anatomy of a Check

A check has many parts, and each section has an important purpose.

John Doe **A**
88 Main St.
Anytown, NY 12345

B 123
C
Date

PAY TO THE **D**
ORDER OF

F

\$ **E**
DOLLARS

FOR **G**

H

I 012345678 **J** 1001001234 **K** 0123

- A. Payer information:** This is the payer's contact information.
- B. Check Number:** Each check has its own number in a check book.
- C. Date:** The date the check was written.
- D. Payee name:** Name of the person or business the check is paying.
- E. Amount numerical:** The amount written numerically (\$123.45).
- F. Amount written:** The amount written out (One Hundred and Twenty-Three 45/100)
- G. For or Memo:** A note about what the check is paying for such as rent, car payment, or anything else.
- H. Signature:** The signature of the person writing the check. A valid signature must be on the check.
- I. Bank routing number:** A nine-digit number used by banks to identify specific financial institutions in the United States.
- J. Bank account number:** The account number - usually between eight and twelve digits - identifies the payer's account.
- K. Check number:** This is the same number that is at the top of the check, although this number can be read by check scanners at the store or your bank.



midwest.bank

MEMBER FDIC