



How to download a pdf bank statement from your online account

Mobile banking apps are a great way to keep track of your money. However, they don't provide as much information as your online account statement. Please find your banking provider/s below and follow the instructions to download a pdf statement. Remember to double-check your application evidence list for the period you require your statements to cover.

If your banking provider is not listed below, please use your preferred search engine to find your banks instructions.

<p>Barclays</p>	<ol style="list-style-type: none"> 1. Log into online banking on your computer. 2. You'll see 4 tabs with the headings: 'Recent transactions'; 'Search for Transactions'; 'Statements' and 'Annual Summaries'. Select the 'Statements' tab. 3. This will show your latest three statements at the top of the page and then further down there will be a full list of statements for the last 12 months. 4. From here, click on the statement you want to view, and you'll be given the option to download or print.
<p>Bank of Ireland</p>	<ol style="list-style-type: none"> 1. Log into your online banking on your computer. 2. Select Statements from the main menu. 3. Choose the second tab, 'Statements and documents'. 4. Select the account from the drop-down list. 5. Choose the eStatement you wish to view. This will open in a new tab or window on your browser. 6. In your browser toolbar, select 'file' and then click 'print'. 7. This will open your statement in print preview. 8. To save this to PDF select 'Adobe PDF' as the printer on a PC or click 'change destination' and select 'save as PDF' on a mac. This will prompt you to name your file and save it to your computer.

Bank of Scotland	<ol style="list-style-type: none"> 1. Log in to your online banking on your computer. select 'statements' from the options on the left of the screen. 2. Click on 'view statement PDFs and certificates of interest'. 3. Choose an account from the list. 4. Choose a time period to view. 5. Click 'Download statement (PDF)' in the top left corner.
AIB (Ireland)	<ol style="list-style-type: none"> 1. Log into AIB Mobile or Internet banking 2. Click on services and select the <i>statements</i> option 3. Select the account and the statement that you wish to view 4. Your e-statement will then be generated in a PDF format, to view this and save this you will need to have adobe acrobat reader. For more information on the adobe acrobat reader please visit the adobe website
Co - Operative	<ol style="list-style-type: none"> 1. Log in to your online banking on your computer. 2. Select 'Statements' and choose the statement you want to see. 3. Click 'Download'.
Coutts	<ol style="list-style-type: none"> 1. Log in to your online banking on your computer. 2. Select 'Statements' from the middle of the toolbar. 3. Choose the account you wish to download statements for. 4. Click 'Download' in the bottom right-hand corner of the screen. 5. Choose PDF.
First Direct	<ol style="list-style-type: none"> 1. Log in to your online banking on your computer. 2. Click 'Statements' and then 'View statements' from the menu on the left-hand side.

	<ol style="list-style-type: none"> 3. Scroll to the bottom of the page and click 'print' at the bottom left-hand side of the screen (don't click download). 4. Update the 'from' and 'to' dates shown to cover the period you want to see your statement for and click 'print' again. 5. This will open up your statement in print preview. 6. To save this to PDF select 'Adobe PDF' as the printer on a PC, or click 'change destination' and select 'save as PDF' on a mac. This will prompt you to name your file and save it to your computer.
Llyods	<ol style="list-style-type: none"> 1. Log in to your online banking on your computer. 2. Click on the link to your digital inbox on the left-hand side or click the envelope in the top menu. 3. You will see copies of your recent bank statements and the option to download as a PDF.
Halifax	<ol style="list-style-type: none"> 1. Log in to your online banking on your computer. 2. Click 'View statements' on the account you want to see statements for. 3. Click 'Statement options' at the top of the page and download as PDF.
HSBC	<ol style="list-style-type: none"> 1. Log in to your online banking on your computer. 2. On the left-hand side of the page, select the account you want to download statements for. 3. Click 'Manage' in the top right, just above your transaction details. 4. Under the 'Documents' header, select 'Statements'. 5. Click on the statement you want to save. 6. In the bottom right, select 'Download PDF'.
Metro Bank	<ol style="list-style-type: none"> 1. Log in to your online banking on your computer. 2. Select the account you want to see statements for.

	<ol style="list-style-type: none"> 3. Click 'Search transactions' and specify the dates you want to see transactions for. 4. Click 'Print transactions' - this will open up your statement in print preview. 5. To save this to PDF select 'Adobe PDF' as the printer on a PC, or click 'change destination' and select 'save as PDF' on a mac. This will prompt you to name your file and save it to your computer.
Nationwide	<ol style="list-style-type: none"> 1. Log in to your online banking on your computer. 2. Click the 'View accounts' tab at the top of the page. 3. Click the account you want to download statements for. 4. Click 'Statement archive' from the menu on the left side of the page. 5. Select your statement date. 6. Click 'Download'.
Natwest	<ol style="list-style-type: none"> 1. Log in to your online banking on your computer. 2. Click 'Statements' in the menu on the left-hand side of the page. 3. Under 'Your accounts' in the middle of the screen, click 'View, save and print PDF statements and certificates of interest (up to 7 years)'. 4. Select the account you want to download statements for and click next. 5. Select the statement you wish to download and click 'View statement'. 6. Click 'Download statement (PDF)' above the list of transactions.
RBS	<ol style="list-style-type: none"> 1. Log in to your online banking on your computer. 2. Click 'Statements' in the menu on the left-hand side of the page. 3. Under 'Your accounts' in the middle of the screen, click 'View, save and print PDF statements and certificates of interest (up to 7 years)'. 4. Select the account you want to download statements for and click next. 5. Select the statement you wish to download and click 'View statement'.

Santander	<ol style="list-style-type: none"> 1. Log in to your online banking on your computer. 2. Select the account you wish to download statements for. 3. Click on 'E-documents' from the menu on the left-hand side. 4. Select the statement you want to download. This will open as a PDF document and your browser should give you the option to download it to your computer.
TSB	<ol style="list-style-type: none"> 1. Log in to your online banking on your computer. 2. Select the account you wish to download statements for. 3. Click 'Print' at the bottom of the screen. This will open up a new window with your statement. 4. Click 'Print' again, which will open your statement in print preview. 5. To save this to PDF select 'Adobe PDF' as the printer on a PC, or click 'change destination' and select 'save as PDF' on a mac. This will prompt you to name your file and save it to your computer.
Tesco Bank	<ol style="list-style-type: none"> 1. Log in to your online banking on your computer. 2. Select the account you wish to download statements for. 3. Select 'Manage account' and click 'View your statements'. 4. Click the statement you wish to download and click 'Download'.
Virgin Money	<ol style="list-style-type: none"> 1. Log in to your mobile or online banking 2. Click on the view your statements option 3. You can view and or download your statements in a PDF format directly from here or print
Monzo	<ol style="list-style-type: none"> 1. You can download bank statements from your mobile Monzo App 2. Tap the home icon on the menu bar

	<ol style="list-style-type: none"> 3. Tap 'manage' on the right of your transaction feed, if you can't see that option then tap 'account' under your card 4. Tap statement history 5. Download and view your statement from here
Revolut	<ol style="list-style-type: none"> 1. Go to the accounts section of the app and select the statement option 2. Select the date range you wish to view and with format in which you wish to view it in (PDF or Excel) 3. Next tap 'get statement' and you will be able to see your account history on your screen 4. If you would like to download your statement, then please tap the export icon on the top right-hand side of your screen and you can download this onto your phone.
Starling Bank	<ol style="list-style-type: none"> 1. Log into your starling app and tap the menu icon in the top right corner. 2. Tap on 'statements' and then 'statement history' 3. You can select from a number of different timeframes or choose your own custom date. 4. You will then be given the option to view the statement in PDF or CSV with an additional option to export the statement once you've opened it.