



Evidence for Short-Term Loans

Please read through the evidence list below and upload all required supporting evidence **relevant** to your application within **24 hours** of receiving your link. Please note the following:

- You may be asked to provide additional evidence when your application is being assessed, if required
- If **all** required evidence is not uploaded your evidence folder within **24 hours** of receiving your link, your application will be declined
- Check the list of supporting documents below and ensure that you have electronic copies of the relevant documents required for your application.
- Evidence Format – PDF

If you have a partner (by partner, we mean someone you are in a romantic relationship with and who lives with you. Even if you are not financially linked to that person). You will need to provide evidence of their income and expenditure as well.

Supporting Documents	Evidence to be uploaded
	<ul style="list-style-type: none"> • Any document/s that support your financial crisis/emergency (if applicable)
Pdf Bank Statements	<ul style="list-style-type: none"> • Full pdf statements covering the last two consecutive months for every account (current, student, joint, ISA, savings, Help to Buy, Credit Union and app-based) you hold and your partner (if applicable) hold <p>E.g. if you apply on 10/11/22 we require statements for every account covering the period 10/09/21 – 10/11/21</p> <ul style="list-style-type: none"> • Please provide statements even if the account has a nil balance

Bank statements format	<p>If you have more than one bank account, we will cross reference your statements. Please double check that you have provided statements for every account you hold. If statements are not provided for every account, your application will be declined, and you will have to start the whole application process again.</p> <p>Unfortunately, due to audit purposes, we cannot accept bank statements in Excel format or screenshots of mobile banking apps. If you are unsure how to download pdf statements from your online account, please refer to the pdf banking instructions on the Discretionary and assistance fund webpage.</p> <p>Pdf statements must display the account holders name, account number and sort code and must show all debit and credit transactions as well as the running account balance</p>
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