

# Bank Statement Example

When applying for a Wee Grant, we'll ask you to provide a recent copy bank statement, dated within three months. The example below shows the information we need from the statement, and what we use this for.

**Bank Name/Address**  
The statement should also show your bank's logo

**For Period**  
This must be within the past three months

**Account name**  
This must match the organisation name shown in your Accounts or constitution

**Sort Code & Account No.**  
These must be clearly visible

Bank Name (e.g. Royal Bank of Scotland)  
Bank address

Your Statement  
Issue Date

Account Summary

|                 |       |
|-----------------|-------|
| Opening Balance | 1,000 |
| Payments In     | 1,500 |
| Payments Out    | 2,000 |
| Closing Balance | 500   |

Branch Identifier Code BIC 12345  
International BAN IBAN12345

For Period 1 July 2020 to 31 July 2020

Account Name (organisation name)  
Address

Sort Code 80-80-80  
Account Number 1234567

## Notes:

- The statement you send us must clearly show the information above. If the document you send us is blurry or we can't read the information we need we'll have to get in touch with you to request a clearer statement, which will delay our ability to give you a decision.
- If you recently opened a bank account for your organisation and don't yet have a first statement we can accept a copy of the welcome letter from your bank, provided it shows the details we need and confirms when the account was opened.
- We cannot accept online statements as these do not provide all the information we need as shown above.
- If your statement includes an account summary on the first page you don't need to send us all the statement pages as we'll be able to see your closing balance here, which helps us determine your need for our funding. If your statement doesn't include an account summary, please send us the full statement, e.g. all pages relating to the period shown on the statement.