

Customers wishing to download their bank statements in PDF format can do so with our easy-to-follow guide. Below are the instructions for performing this task with most of the current account providers in the UK.

To view PDF files, you will need an application such as Adobe Reader. You can download this free program [here](#).

BANK OF IRELAND

An electronic statement will be automatically displayed as a PDF. Customers can download their eStatement by selecting either 'Print' or 'Save a copy' from the toolbar or from the 'File' menu.



COUTTS

Log in to your online banking. Select Statements from the tool bar and the required account.

Select 'Download' at the bottom corner of the screen, and choose PDF as the desired format.



BARCLAYS

Customers need to be registered for online statements in order to view them online. Once you have registered, you can access PDF statements by selecting an account from the online banking homepage and selecting the 'Statements' tab from the summary page.



A full demonstration is available at Barclays.

THE CO-OPERATIVE BANK

Log in to your online banking. Select Statements from the left menu and the required account.

Select a statement number, followed by 'Print' at the top. Now, right-click your statement and choose to save as a PDF.



BANK OF SCOTLAND

Once you have logged in, select the account you wish to view.

Select 'Print' at the bottom of the screen to open a print view.

Now select 'Save as PDF' to complete the download.



COVENTRY BUILDING SOCIETY

When viewing statements on your online account, selecting the 'Print' option will produce a PDF for you to download.



CUMBERLAND BUILDING SOCIETY

Select 'Account Details' in your online banking, and click 'eStatements' in the sub-menu.



You will now be able to view, print or download your statements as a PDF.

FIRST DIRECT

View your statements, and select Print at the bottom of the screen. Enter your dates required (3 or 6 months), and select Print again to open a preview.



You can either change the destination or select PDF software, and use 'Print' or 'Save' as required.

HALIFAX

Select the account you need and click Print at the bottom of the screen. When the preview opens, select Print again.



You will now have the option to Save to PDF.

HSBC

Log in, then select your account. Click 'Previous Statements' from the left panel, and select a month.



Select Print from the bottom, then Save. Select a suitable file name for that month, and repeat as required.

LLOYDS BANK

Log in, then select your account. Select Print at the bottom of the screen to open a new window.



Select Print again, and Save as PDF.

M&S BANK

There is currently no option to print statements as a PDF, though it may be possible if customers have specialist software installed. Select 'Print' on your online banking to view a print-friendly copy of your statements. If you have a PDF generator installed, it may be possible to generate your files here.



METRO BANK

Log in to your online banking and select an account to view.



Download a copy of your latest statement from the top panel, or set dates in the 'Search Transaction' and select 'Print Transactions' below.

NATIONWIDE

Log in and select your account. Select 'Statement' on the left of the screen, and 'Archive'.



Your statements will be now be listed and available to view, save and print in PDF.

NATWEST

Click 'Statements' on the left panel, then select 'View Statement PDFs'.



Choose an account, set the time period, then select 'Download Statement (PDF)'. A video demonstration is available at NatWest.

SMILE

On your online account, select 'Previous Statements'. (Use 'previous' and 'next' to access older statements.)



Select 'Print' and save to PDF.

N&P BUILDING SOCIETY

Log in to online banking and choose your account. Select 'Statements' from the left



panel and set the dates required. Now select 'Print' in the top right and save the statements as a PDF.

TESCO BANK

Mobile: access PDFs by pulling down on the transaction screen.



Online: log in and select the account you wish to view. Select 'View your Statements' from the right panel. Set the dates you require, and access the PDFs from the main window. A video demonstration is available here.

RBS

Click 'Statements' on the left panel, then select 'View Statement PDFs'.



Choose an account, set the time period, then select 'Download Statement (PDF)'. A video demonstration is available at RBS.

TSB

Log in, then select your account. Select Print at the bottom of the screen to open a new window.



Select Print again, and Save as PDF.

SANTANDER

Log in to your account, and select 'view transactions'.



Choose which account to view, and set the date range to display. Now select Print at the top and save to PDF from here.

YORKSHIRE BANK

There is currently no method of exporting PDF statements through Yorkshire Bank.

