

SAMPLE BANK STATEMENT

When applying to the Discretionary and Childcare Funds, the way you present your evidence can determine how long it takes us to make a decision and whether or not we will need to ask for additional evidence. Below is an example of how a student with no dependents might present his bank statement. You will notice how easy it now is for these expenses to be identified.

BANK OF UWS

Mr Joe Bloggs
1 Any Avenue
Scotland Town

Your account summary for 1st November 2018 to 31st November 2018

Date	Payment Type	Details	Money Out	Money In	Balance
		STATEMENT OPENING BALANCE			£20.00
1st November 2018	Cashpoint	ATM in Scotland Town, 11:22am	£10.00		£10.00
3rd November 2018	Direct Debit	Satellite TV/Home phone and broadband	£95.00		-£85.00
	Card Payment	Cinema	£6.50		-£91.50
4th November 2018	Bank Credit	From flatmate for phone and broadband		£12.50	-£79.00 <i>my share is £82.50/m as I want movies etc</i>
	Card Payment	Petrol Station	£10.00		-£89.00
	Direct Debit	Gym Membership	£32.50		-£121.50
5th November 2018	Card Payment	ASDA	£22.50		-£144.00
7th November 2018	Bank Credit	SAAS		£175.00	£31.00 <i>Student funding - SAAS letter enclosed</i>
	Bank Credit	SLC		£550.00	£581.00
8th November 2018	Standing Order	Scotland Town Property Services	£305.00		£276.00 <i>My share of rent, copy of tenancy enclosed</i>
	Direct Debit	Insure your stuff	£8.50		£267.50 <i>Contents Insurance per month</i>
	Card Payment	Topman	£65.00		£202.50
9th November 2018	Cashpoint	ATM in Nightclub Avenue, 10:23pm	£30.00		£172.50
10th November 2018	Cashpoint	ATM in Nightclub Avenue, 1:36am	£30.00		£142.50
	Card Payment	Pizza Shop	£14.50		£128.00
11th November 2018	Direct Debit	Insure your car	£75.00		£53.00 <i>Car Insurance per month</i>
	Direct Debit	TV Licence	£12.12		£40.88
	Card Payment	ASDA	£42.50		-£1.62
12th November 2018	Bank Credit	From flatmate for TV licence		£6.00	£4.38 <i>TV licence - my share is £6/m</i>
	Bank Transfer	To flatmate for money owed	£16.00		-£11.62
14th November 2018	Card Payment	Petrol Station	£25.00		-£36.62
	Card Payment	Bowling	£7.50		-£44.12
	Card Payment	Just Eat	£6.99		-£51.11
16th November 2018	Card Payment	Sports Shop	£54.98		-£106.09
	Cashpoint	ATM in Scotland Town, 2:23pm	£50.00		-£156.09
19th November 2018	Card Payment	Uni books	£34.99		-£191.08
22nd November 2018	Card Payment	Petrol Station	£20.00		-£211.08
23rd November 2018	Card Payment	ASDA	£32.50		-£243.58
	Card Payment	Computer Games Superstore	£29.99		-£273.57
25th November 2018	Direct Debit	Mobile Phone Insurance	£4.50		-£278.07 <i>Mobile insurance per month</i>
28th November 2018	Bank Credit	Part Time Job		£250.00	-£28.07 <i>Part time wages - vary between £180 and £250/m</i>
	Card Payment	Credit Card Bill	£7.50		-£35.57 <i>Recent statement enclosed</i>
29th November 2018	Direct Debit	Mobile Phone	£60.00		-£95.57 <i>Phone bill per month</i>
30th November 2018	Card Payment	Scottish Gas and Electricity	£84.50		-£180.07
	Bank Credit	From flatmate for gas/elec		£42.25	-£137.82 <i>My share is £42.25/m</i>
	Card Payment	Petrol Station	£40.00		-£177.82 <i>Petrol is £95 this month. This is about average.</i>