SBS – How to download Bank Statements into QIF format on a Computer using Desktop Banking:

Step 1 – Open your web browser and go to the SBS website

(<u>https://www.secureib.sbsbank.co.nz/web/retail#sst</u>) – login using your desktop internet banking details.

Sbs BANK		
Welcome to internet banking Cookies on the Online Banking We use cookies to provide you with the best pos look at our <u>privacy policy</u>	ssible online experience. If you're unsure about it, take a	Dic You own
member number *	security tips privacy policy saved applications	view onlir
LOGIN contact us	trouble logging in?	www.sbsbe

Step 2 – Click on the 'transaction list' option under 'quick links'

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home accounts × move money × multi-payments ×	estaten. Ints \diamond secure messages \diamond alerts \diamond other services \diamond
view our other products $^{\vee}$	
your messages	quick links
There are 6 new statements since your last login. 09 Dec 2021, 16:03	transaction list transfer create message
	DISMISS ALL
account manager	inbox

Step 3 – Click on the account that your wages are paid into

<u>Please note:</u> You will need to repeat these steps to download banks statements for all your active accounts.

select account	
select one of the accounts	•
12	available: 🕯
insurance - contents and house	available: \$
insurance - car	available:
savings	
	available: \$1
mechanic (Intersections to the	available: \$

Step 4 – Select the date range for the last 3 months

rch transactions			
oasic search advance	isearch		
late range		transaction type	
the last week	\sim	all transactions	\sim
The last week			
The last fortnight			
The last month			
The last 3 months			
The last 6 months			
The last year			



change list size	
10	~

Step 6 – Click the arrow on the drop-down menu and then select 'QIF Format'

comma separated values (csv)	
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comma separated value file format. each field is separated with a comm	na.
to export, select a format, press "download" and save the resulting file.	
press "return" to return to the transaction list page.	
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Step 8 – Open up your email account in your browser e.g Outlook, Gmail etc. Create a new message/email and **attach** the file you have just saved. Enter the recipient or "To" as <u>loans@savemybacon.co.nz.</u> Click send, and this will send us a copy of your bank statements in the format we require.

Please note: As these files are downloaded in a secure format – you will not be able to open them on your computer. This does not mean they have not downloaded them properly. Once you send them through, we can process and open these on our system!

If you are having any issues completing this, please call us on 0800 272 836 (option 1) and one of our Online Lending Specialists will help talk you through it over the phone!