

Kiwibank – How to download Bank Statements into OFX format on a Computer using Desktop Banking

Step 1 – Open your web browser and go to KiwiBanks Website – login using your desktop internet banking details

Step 2 – Click on the account your wages are paid into

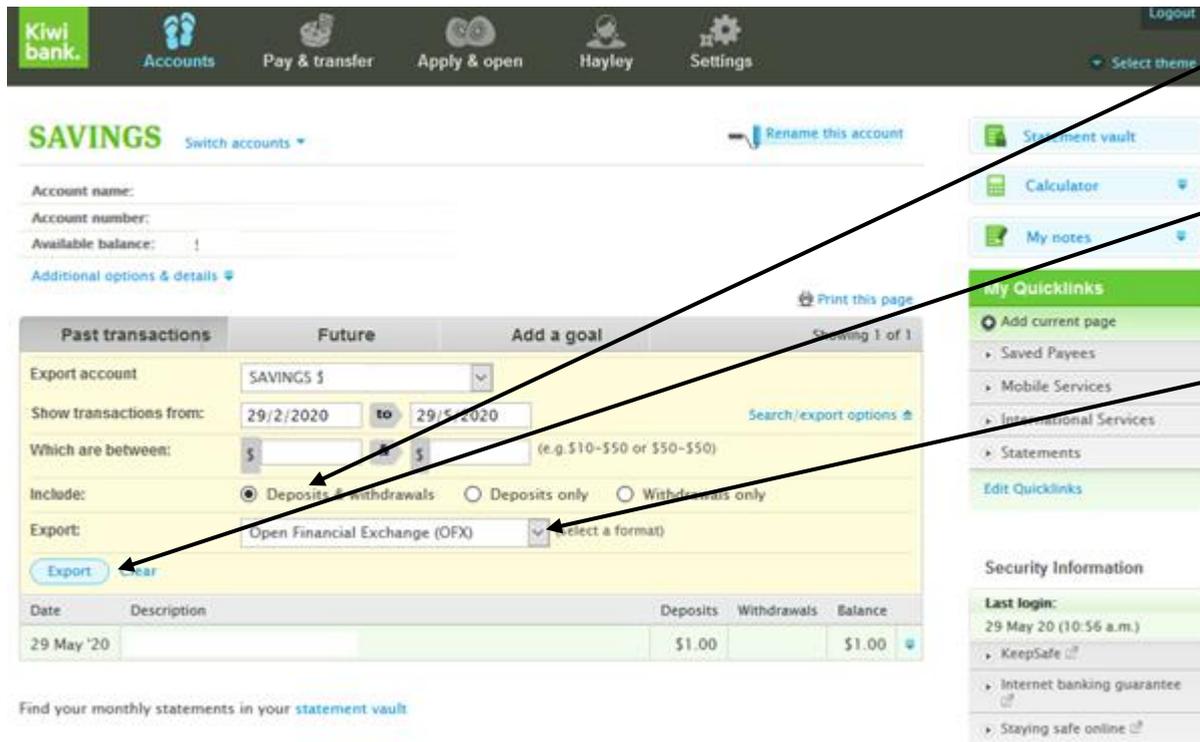
Please note: You will need to repeat these steps to download bank statements if you have more spending/payments in different accounts.

The screenshot shows the KiwiBank desktop banking interface. At the top, there is a navigation bar with the KiwiBank logo and menu items: Accounts, Pay & transfer, Apply & open, Hayley, and Settings. A 'Logout' button is in the top right corner. Below the navigation bar, a greeting 'Hi,' is followed by the 'Accounts' section. A 'Rename accounts' link is visible. The 'Your accounts' table lists several accounts, with 'SAVINGS' highlighted. A black arrow points from this account to the right-hand side of the page. On the right, there is a 'Statement vault' section with links for 'Statement vault', 'Calculator', and 'My notes'. Below this is the 'My Quicklinks' section, which includes 'Add current page', 'Saved Payees', 'Mobile Services', 'International Services', 'Statements', and 'Edit Quicklinks'. At the bottom right, there is a 'Security Information' section showing the 'Last login' as '29 May 20 (10:53 a.m.)' and links for 'KeepSafe', 'Internet banking guarantee', and 'Staying safe online'. A promotional banner for the Kiwi Wealth KiwiSaver Scheme is also visible on the left side.

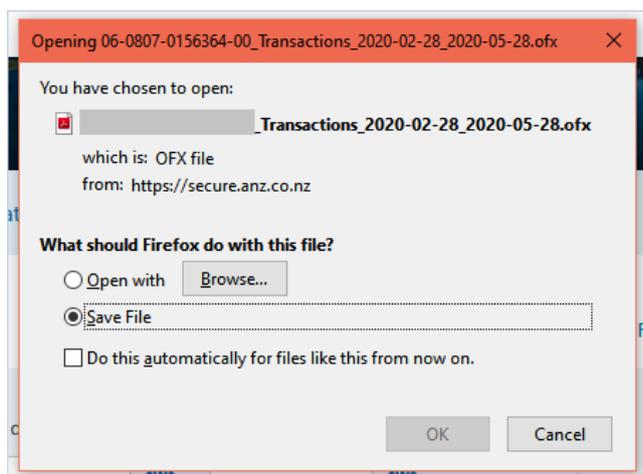
Step 3 – Please change the date range to include the last 90 days. Click on search/export options

The screenshot shows the KiwiBank desktop banking interface for the 'SAVINGS' account. The account name, number, and available balance are displayed. Below this, there are tabs for 'Past transactions', 'Future', and 'Add a goal'. The 'Past transactions' tab is selected, showing a table with columns for Date, Description, Deposits, Withdrawals, and Balance. The table shows one transaction on '29 May '20'. Above the table, there is a search bar with 'SAVINGS' entered. Below the search bar, there is a 'Show transactions from' field with a date range of '30/3/2020 to 29/5/2020' highlighted by a black circle. A 'Search' button is next to the date range. To the right of the search bar, there is a 'Search/export options' link. A black arrow points from this link to the right-hand side of the page. On the right, there is a 'Statement vault' section with links for 'Statement vault', 'Calculator', and 'My notes'. Below this is the 'My Quicklinks' section, which includes 'Add current page', 'Saved Payees', 'Mobile Services', 'International Services', 'Statements', and 'Edit Quicklinks'. At the bottom right, there is a 'Security Information' section showing the 'Last login' as '29 May 20 (10:56 a.m.)' and links for 'KeepSafe', 'Internet banking guarantee', and 'Staying safe online'. A promotional banner for the Kiwi Wealth KiwiSaver Scheme is also visible on the left side.

Step 4 – Ensure that “Deposits and withdrawals” is selected, in the drop down click “Open Financial Exchange (OFX)” and click export



Step 5 – Click export, then a screen like this will appear. Click save file and save it to somewhere you will be able to find it easily e.g your Desktop.



Step 6 – 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 loans@savemybacon.co.nz. Click send, and this will send us a copy of your bank statements in the format we require.

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!