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

Step 1 – Open your web browser and go to ANZs 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.
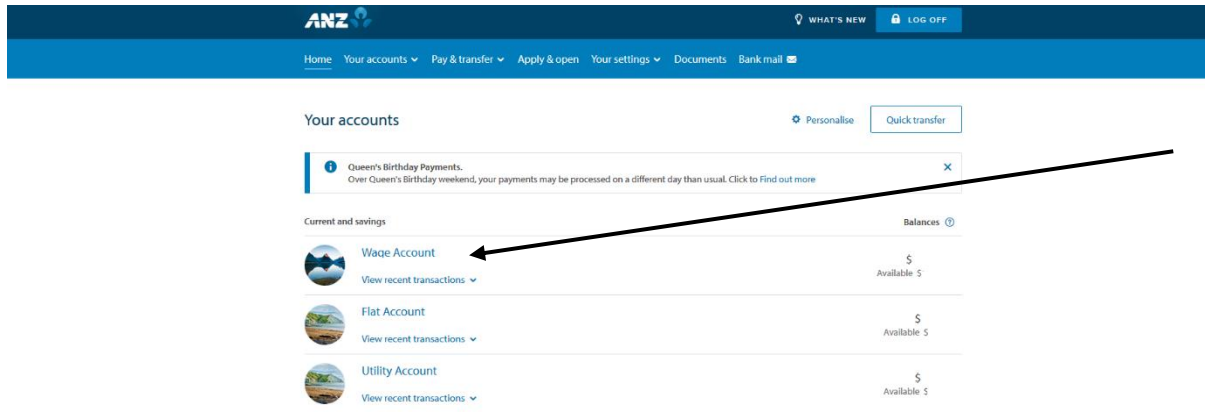
Step 3 – Click on export, click custom date range. Please change the date range to include the last 90 days. Also click OFX as the file format.
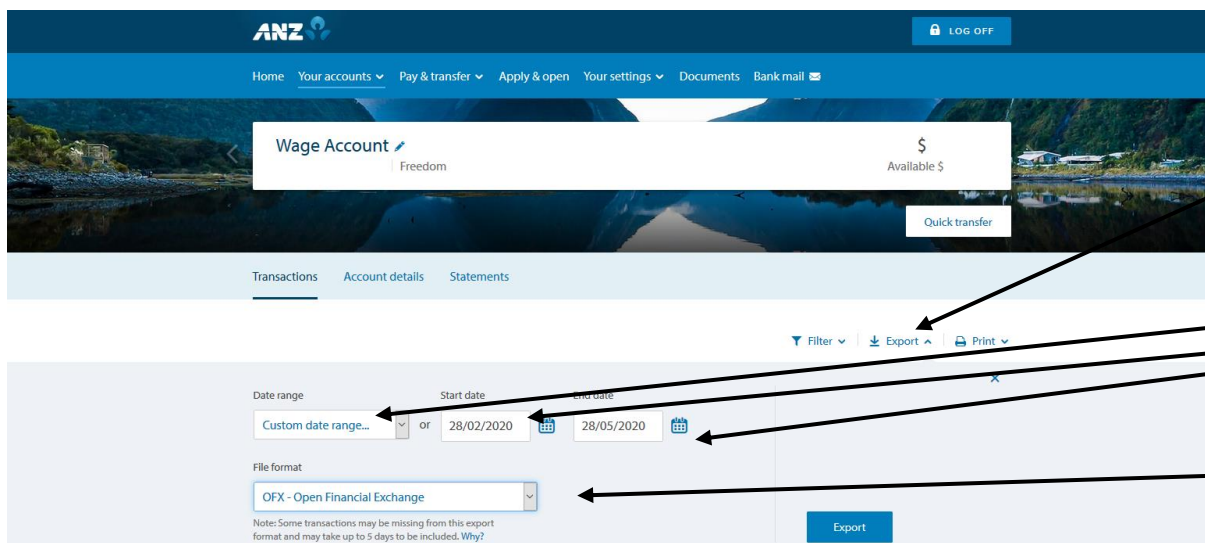
Step 4 – Click export, then a screen like this will appear. Click save file and save it to somewhere you will be able to find it easily e.g your Desktop.
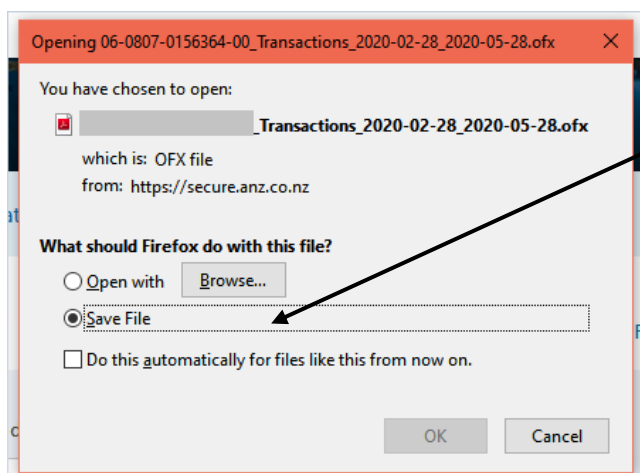
Step 5 – Open up your email account in your browser e.g Outlook, Gmail etc. Create a new message/email and **attach** the file you have just saved. Enter the recipient or "To" as loans@savemybacon.co.nz. Click send, and this will send us a copy of your bank statements in the format we require.

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!