

Community Match Challenge Grant – giving us your bank details

What we need

Now that you have filled in the grant application, we need your bank details so that Finance can send the payment.

Remember we can pay the grant into **any** Girlguiding account – just make sure the account owner knows the grant is coming.

Here are the instructions:

The image you send must include:

- The account name (eg '1st Hogsmeade Rainbows')
- The sort code (eg 00-11-22)
- The account number (eg 01234567)

Please ensure the account name, account number and sort code are **visible and easy to read**. If it is blurry, we'll have to ask you for a new image and this will delay the payment process. It is fine to use your phone for the photo.

You can send any of the following:

- Photo of a bank statement like in image A below **or**
- Screenshot from a computer or phone of your online bank account details like in images B and C below if your bank allows this **or**
- A downloaded bank statement **or**
- Photo of a cheque

If you have a building society account, we need to see:

- The account's long reference number

Save your image with your level number as the file name.

Examples of what needs to be visible to us:

Image A



Contact tel 03457 404 404
see reverse for call times
Text phone 03457 125 563
used by deaf or speech impaired customers
www.hsbc.co.uk

MR HAYDEN LAMB
47B BOW ARROW LANE
DARTFORD
KENT, DA2 6PA

Your Statement

Account Summary

Opening Balance	2,575.16
Payments In	8,301.25
Payments Out	10,193.67
Closing Balance	682.74

01 April to 30 April 2017

Account Name
Mr Hayden Lamb

International Bank Account Number
GB93MIDL40350422820374
Branch Identifier Code
MIDLGB2108L

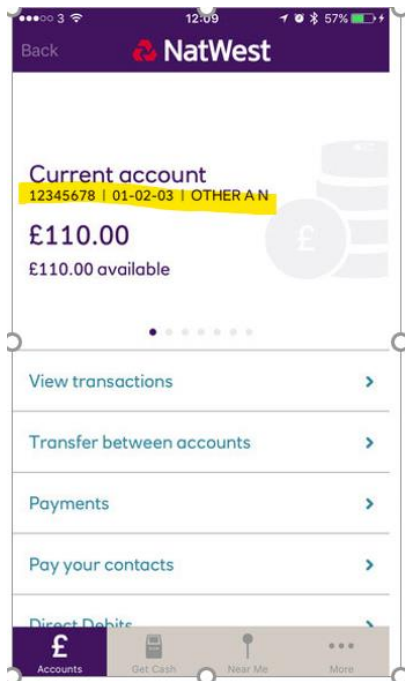
Sortcode Account Number Sheet Number
40-35-04 22820374 164

Image B

The screenshot shows the Santander Online Banking interface. At the top, the Santander logo and 'Online Banking' are visible. A navigation menu includes 'My Accounts & Transactions', 'Payments & Transfers', 'Standing Orders', 'Direct Debits', 'Credit Cards', 'Account Services', 'My Details & Settings', and 'Help & Contact Us'. The main content area is titled 'My accounts' and features a 'Banking & Savings' section. A table lists accounts with columns for 'Accounts', 'Current Balance', and 'Available Balance'. One account, 'eSaver', is highlighted with a yellow background, showing a current balance of £10,452.00 and an available balance of £10,452.00. A 'Log Off' button is in the top right corner. On the right side, there are sections for 'MY OFFERS' and 'Apply Online NOW'.

Accounts	Current Balance	Available Balance	Actions
eSaver 09-01-26 12345678	£ 10,452.00	£ 10,452.00	Take me to...

Image C



How to get it to us

Email grantsandfunds@girlguiding.org.uk with the **bank details in the body of the email**, the documents attached and **named after your level number**, and **'CMC' as the subject**.

That's it!

If you're having trouble getting the documents

It's easy to get an image of your bank details if you have an internet bank account. Please see the Tips and Tutorials below if you want to set this up for your unit.

If you can't get the document for your unit's account, can you get the grant paid into a different Girlguiding account eg for another unit or your Division?

If you're having trouble taking a non-blurry picture, try putting the document on a flat surface, standing over it and resting your elbows against yourself to hold the camera still!

Internet Banking – Tips and Tutorials

Protecting Yourself

Online banking is very safe if you exercise caution and take steps to protect your information.

All banks have advice on how to stay safe. Check your banks website for more information.

Other sources-

Money Advice Service offer tips for staying safe when banking online:

<https://www.moneyadvice.org.uk/en/articles/beginners-guide-to-online-banking>

Which has a helpful list of common bank scams. Check their website regularly so you know what to look out for:

<https://www.which.co.uk/news/2020/12/5-banking-scams-to-watch-out-for-in-2021/>

Tutorials

All banks have tutorials on their website to help you access services through online banking for both computer and mobile phone (app) banking.

LLOYDS

Viewing your statements-

<https://www.lloydsbank.com/online-banking/benefits-online-banking/viewing-your-statements.html>

Demo online banking-

<https://www.youtube.com/watch?v=2LAU4D7UQrY>

Demo mobile banking-

<https://www.youtube.com/watch?v=XFgEYu5qf68>

HSBC

Viewing your statements-

<https://www.hsbc.co.uk/help/banking-made-easy/online-statements/>

Demos-

<https://www.hsbc.com.tr/en/direct-banking/digital-banking/demos>

BARCLAYS

General help with online banking-

<https://www.barclays.co.uk/ways-to-bank/banking-from-home/>

Mobile Banking Demo-

<https://www.resources.barclays.co.uk/digitalbanking/personal/bmb.html?customer=true&category=3&journey=0>

TSB

Mobile banking-

<https://www.tsb.co.uk/help/mobile-app/faqs/>

Demo internet and mobile banking-

<https://www.youtube.com/watch?v=WW44F-VflwY>

NATWEST

<https://personal.natwest.com/personal/banking-with-natwest/register-for-online-banking/features.html>

Mobile Banking Demo-

<https://personal.natwest.com/personal/ways-to-bank/mobile-app/demo.html>

Digital Lessons-

<https://personal.natwest.com/personal/banking-with-natwest/natwest-digital-lessons.html>

NATIONWIDE

Internet Banking Demo (mobile banking and PC)-

<https://nationwidedemo.co.uk/en/home>

SANTANDER

Internet Banking Demo-

<https://www.santander.co.uk/CsAppsExp/Abbey/Internet/Abbey/demo/olbdemo/html/index.html>

Mobile Banking Guide-

<https://www.santander.co.uk/personal/support/ways-to-bank/on-your-mobile>

RBS

Mobile Banking Demo-

<https://personal.rbs.co.uk/personal/ways-to-bank/mobile-app/demo.html>