

Documents we need from you

Please provide the documents listed below within two weeks of opening your business account as we will need time to review them – and well in advance of when the Bounce Back Loan Scheme closes on 31 March 2021.

Please make sure the documents can be clearly read and show

- **For unincorporated businesses** – either your name or the business trading name

- **For incorporated businesses** – either the registered name or the business trading name

If your business was established on or before:
5 April 2019

Incorporated businesses please upload:

- An online copy of your submitted 2018/2019 company tax return
- Three months **Barclays** bank statements dated December 2019, January 2020 and February 2020, which show evidence of trading.

The bank statements must clearly show business transactions relating to the business for which you are applying for a Bounce Back loan.

Unincorporated businesses please upload:

- An online copy of your submitted 2018/2019 self-assessment tax return, or
- A scanned paper copy or online copy of your SA302 tax calculation produced by HMRC for the 2018/2019 tax year
- Three 3 months **Barclays** bank statements dated December 2019, January 2020 and February 2020, which show evidence of trading.

The bank statements must clearly show business transactions relating to the business for which you are applying for a Bounce Back loan.

Make sure the document includes your UTR (unique Tax Payer Reference) and shows your business income.

If your business was established between:
6 April 2019 and 1 March 2020

Incorporated businesses please upload:

- Three months **Barclays** bank statements dated December 2019, January 2020 and February 2020, which show evidence of trading.

The bank statements must clearly show business transactions relating to the business for which you are applying for a Bounce Back loan.

Plus, two of the following documents, that are covering the period prior to 1st March 2020

- A letter from HMRC
- A utility bill related to, and in the name of the business
- A lease/license/rental agreement
- A current business insurance contract.

Unincorporated businesses please upload:

- Three months **Barclays** bank statements dated December 2019, January 2020 and February 2020, which show evidence of trading.

The bank statements must clearly show business transactions relating to the business for which you are applying for a Bounce Back loan.

Plus one of the following documents, covering the period prior to 1st March 2020

- A letter from HMRC
- A utility bill related to, and in the name of the business
- A lease/license/rental agreement
- A current business insurance contract.