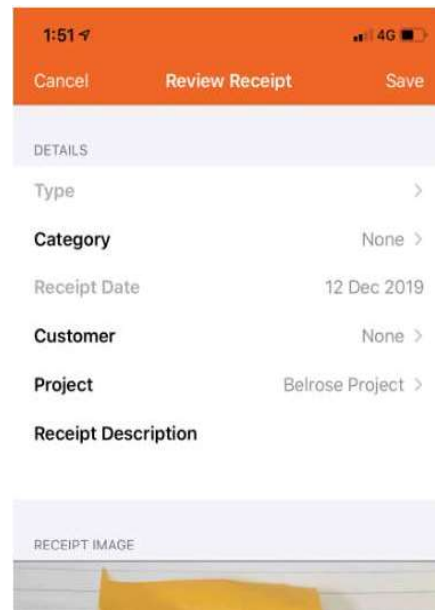
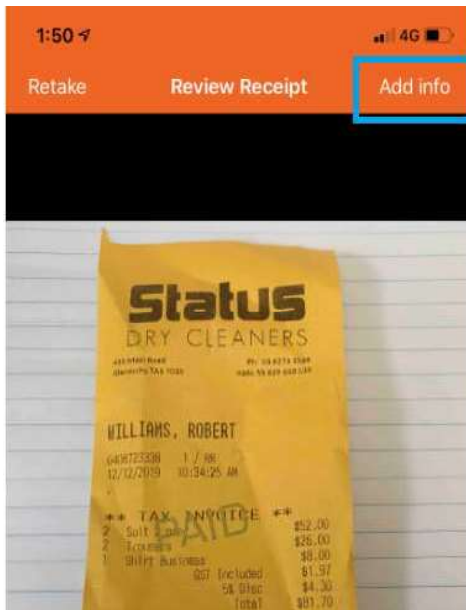


Receipt Bank – How To Guide

1) Uploading Receipts

- Open receipt bank and click “Add info”. You will then be taken to the “review receipt screen on the right.
- Receipts which have been received via email can be forwarded to receipt bank using a personalised email address (i.e. simon.french@receiptbank.me). However, you will need to log in to receiptbank to access the “review receipt section”



2) Entering receipt details

