



Submit a bank statement to Kela

1 What is a bank statement?

A bank statement is an official record showing the transactions in a bank account and the account balance. It shows

- the account number
- the name of the account holder
- the initial and final balance
- what the account is for
- a complete list of transactions
- the period that the statement covers.

What is not accepted as a bank statement?

The following are not accepted:

- ✘ screenshots of transactions in an account
- ✘ ATM receipts.

3 How do I use OmaKela to submit a bank statement?

- **Log in to OmaKela.**
- On the front page, you will see a notification reminding you that a document is missing from your application. Click the notification. If you cannot see a notification, click **Lähetä liite** (Send a supporting document) on the left side of the screen.
- Browse for the document you want, select it, and click **Lähetä** (Send).

2 Where can I get a bank statement?

- **Log in to your online bank.** If your bank's mobile app does not allow you to create a bank statement, log in to the bank's desktop site. (Important: **Do not use Google search to navigate to the bank's website.** Instead, type the bank's address in the browser's address bar.)
- Look for **Tili** (Account), **Tilit** (Accounts) or **Tiliote** (Bank statement) on your bank's front page.
- **Select a time period** for the bank statement.
- **Open the statement** (usually in PDF format).
- **Store the bank statement** on your device.
- Remember to **log out**.

4 You can also print out the bank statement

- As an alternative to using OmaKela, you can instead mail the bank statement to Kela, drop it in a Kela mailbox, or hand it in at Kela.

Having problems?

Ask Kela or your bank for assistance.

www.kela.fi/web/en/bank-statements