

Source of Funds Evidence Matrix

To meet our regulatory obligations, including Know Your Customer (KYC) and UK Money Laundering requirements, we may need to collect financial information and request evidence to confirm the source of the funds you deposit. This document explains the types of evidence we can accept.

What we require

1. A **bank statement** showing the funds being paid into your account. The statement should be complete, unedited, and clearly show your full name, account details, and the relevant dates.
2. **One piece of acceptable evidence** from the table below (unless a bank statement is already provided as the acceptable evidence).

Providing fewer documents than required, or documents not listed in the table below, may delay the completion of our checks. To help us process your information as smoothly as possible, please follow the requirements where you can.

Source of Funds	Acceptable Evidence (please provide one of the documents from the list below)	Requirements / Important Information
Employment Income (including bonus)	• Payslips from the previous 3 months	• Payslips should show your full name, your employer's name, the payment date, and your gross and net pay. • The amounts on your payslips should match the income shown in your bank statements. • If you've received a large bonus or an unusually high payment, we may ask for more information.
	• Employer letter on company letterheaded paper confirming your earnings	• The letter should be on official company letterheaded paper. • It needs to include your full name, your role, your earnings, and be signed and dated. • Your employer's contact details should be included so we can verify the information if needed. • The letter should also confirm whether any bonuses are regular or one-off.
	• P60	• Your P60 should be issued by your employer and relate to the most recent tax year. • It should clearly show your full name, National Insurance number, employer name, PAYE reference, and your total earnings and tax paid. • The figures should match the income shown in your bank statements. If anything doesn't align, we may ask for extra supporting evidence.
Self-employment or Freelance Income	• Most recent SA302 Tax Calculation or HMRC Tax Year Overview	• This document should come directly from HMRC and cover the most recent tax year. • It needs to show your full name, your Unique Taxpayer Reference (UTR), and the tax year it relates to. • The income or profit figures should match what appears in your bank statements.
	• Business bank statements from the previous 3 months	• Statements should be complete, unedited, and clearly show your full name or business name, account number, and all transactions. • Payments from clients should be easy to recognise and match your invoices or contracts. • Transfers between your own accounts don't show income on their own, so we may ask for extra evidence to confirm where the money originally came from.
	• Accountant-prepared financial statements	• These should be prepared by a qualified accountant or accounting firm and include their name, contact details, and the date the document was produced. • The statement should show your business name, the period covered, and a clear breakdown of income, expenses, and net profit. • All figures should match the income shown in your bank statements. If there are differences, we may need additional supporting documents.

Source of Funds	Acceptable Evidence (please provide one of the documents from the list below)	Requirements / Important Information
Property Sale	Completion statement from your solicitor	- This should be the final completion statement issued by your solicitor. - It needs to clearly show your full name, the sale price and sale completion date. - The details should match the funds shown in your bank statements.
	Sales contract signed by both parties	- The contract should be fully signed by both the buyer and the seller. - It should clearly show your full name, the agreed sale price, property address and sale completion date. - The amount should match what appears in your bank statements.
	Signed letter from your solicitor or estate agent confirming the sale and value	- The letter should be on official letterheaded paper and signed. - It should clearly show your full name, the agreed sale price, property address and sale completion date. - The sale proceeds shown in the letter should match the funds appearing in your bank statements.
Savings	Bank statements from the previous 6 months	- Statements should be complete, unedited, and clearly show your full name, account number, and the full statement period. - They should show how your savings have built up over time. If there are any large recent deposits, we may ask for more information.
	Savings account statements from the previous 6 months	- Statements should be complete, unedited, and clearly show your full name, account number, and the full statement period. - They should show a clear pattern of savings over time. If there are any large recent deposits, we may ask for extra evidence to confirm the source.
Sale of Assets (e.g., car, jewellery)	Evidence of the sale or disposal of the asset	- This could be a receipt, invoice, sales agreement, or written confirmation from the buyer. - It should clearly show what was sold, the sale price, and the date of the sale. - The amount received should match the funds shown in your bank statements.
	Proof of ownership before the sale	- This could include purchase receipts, registration documents, certificates, or valuations. - It should show that the asset belonged to you before it was sold. - The details should align with the item listed in your sale evidence and the funds appearing in your bank statements.
	Up-to-date written evidence of the asset's value and how you originally acquired it	- This could be a valuation, purchase invoice, or documentation showing when and how you acquired the asset. - The value shown should be reasonable and consistent with the sale price. - The sale proceeds should match the amount appearing in your bank statements.
Wills or Inheritance	A signed copy of the will	- The will should clearly show your full name as a beneficiary and be signed and dated. - It should confirm the amount or assets you are due to receive. - The amount you receive should match the funds shown in your bank statements.
	Grant of probate or official court document	- This document confirms that the estate is being legally administered. - It should clearly show the executor and the details of the estate. - The amount should match what appears in your bank statements.
	A letter from the executor or solicitor dealing with the estate stating how much you were being paid	- The letter should be on official letterheaded paper and signed. - It needs to confirm how much you are receiving and include the estate details. - The amount stated in the letter should match the funds shown in your bank statements.
Release of Pension or Retirement Funds	Pension Statement	- This should be the most recent statement from your pension provider. - It needs to show your full name, the pension plan details, and the amount available for release. - The funds you receive should match the amount shown in your bank statements.
	Pension release document or withdrawal confirmation	- This should confirm the amount you have withdrawn and the date the payment was made. - It should clearly show your full name and the pension provider's details. - The amount released should match the deposit shown in your bank statements.

Source of Funds	Acceptable Evidence (please provide one of the documents from the list below)	Requirements / Important Information
Retirement Income (regular pension payments)	• Pension award letter	• This letter should confirm your entitlement to regular pension payments. • It needs to show your full name, the pension provider, and the amount you will receive. • The payments shown in the letter should match the amounts appearing in your bank statements.
	• Annual pension statement	• This should be the latest annual statement from your pension provider. • It should show your full name, pension details, and the regular payment amounts. • The income shown should be consistent with the payments appearing in your bank statements.
Gifted Funds	• Gift letter	• The letter should clearly state the giver's full name, your full name, the amount gifted, and that the funds are a genuine gift. • It should be signed and dated by the person giving you the funds. • The amount mentioned should match the deposit shown in your bank statements.
	• Bank statement from the giver	• The statement should clearly show the transfer leaving the giver's account. • Their full name, account number, and the transaction details should be visible. • The amount sent should match the amount received in your bank statements.
	• Written confirmation from the giver	• This can be a short letter or email confirming the gift and the amount. • It should include the giver's full name, your full name, and the reason for the gift. • The amount confirmed should match the funds shown in your bank statements.
Investments or Sale of Shares	• Investment statement or trade confirmation	• It should show your full name, the investment provider, and the details of the sale or withdrawal. • It should include the amount you received and the date of the transaction. • The amount shown should match the deposit appearing in your bank statements.
	• Share release schedule	• It should confirm the type of shares, the number released or sold, and the value. • It should include your full name and the date the shares were released or sold. • The value or proceeds shown should match the funds in your bank statements.
	• Letter from the company invested in or your Investment Portfolio Manager	• It should be on official letterheaded paper or sent from an official company email address. • It should confirm the type of investment, the amount paid to you, and the date the payment was made. • The amount confirmed should match the deposit shown in your bank statements.
	• Dividend confirmation (such as a dividend voucher or certificate)	• It should show your full name, the company name, the amount paid, and the payment date. • It should confirm that the dividend or profit payment has been issued to you. • The amount shown should match the deposit appearing in your bank statements.
Dividends or Profit from a Company	• Latest audited company accounts	• They should show the profit distribution and the amount allocated to you, if applicable. • Your full name or shareholder reference should be identifiable, either within the accounts or in an attached schedule. • The figures shown should align with the funds appearing in your bank statements.
	• Letter from the company accountant	• It should be on official letterheaded paper or sent from an official company email address. • It should confirm the type of payment (dividend or profit distribution), the amount paid, and the date the payment was made. • The amount confirmed should match the deposit shown in your bank statements.

Source of Funds	Acceptable Evidence (please provide one of the documents from the list below)	Requirements / Important Information
Compensation Award or Court Settlement	• Official settlement letter	• The letter should clearly show your full name, the amount awarded, the reason for the compensation, and the date of the letter. • It should show the date the funds will be paid to you (or confirm that payment has already been made). • It should be issued by the organisation or solicitor handling your case. • The amount shown should match the deposit appearing in your bank statements.
	• Court order confirming the award	• The court order should include your full name, the award amount, and the date the decision was made. • It should be an official document issued by the court. • The funds you receive should match the amount shown in your bank statements.
	• Solicitor's letter confirming the amount paid	• The letter should be on official letterheaded paper and signed by your solicitor. • It needs to confirm the amount you were paid and the date the payment was made. • The amount confirmed should match the deposit shown in your bank statements.
Insurance Claim	• Insurance payout letter	• The letter should clearly show your full name, the claim reference, the amount paid, and the date of the letter. • It should confirm that the claim has been approved and the payment has been issued, including the date funds will be paid (or confirmation of payment). • The amount shown should match the deposit appearing in your bank statements.
	• Claim settlement confirmation	• This should confirm the final settlement amount and the date the payment was made. • It should include your full name and the insurer's details. • The settlement amount should match the funds shown in your bank statements.
	• Letter from your insurer	• The letter should be on official letterheaded paper or sent from an official insurer email address. • It needs to confirm the amount paid to you and the reason for the payment. • The amount confirmed should match the deposit shown in your bank statements.
Sale of Company	• Sale agreement or contract	• This should clearly show the company name, your ownership, the sale price, and the date of the sale. • It should include your full name and the buyer's details. • The sale proceeds should match the deposit appearing in your bank statements.
	• Solicitor's completion statement	• This document should confirm the final sale amount and the date the funds were transferred to you. • It should be issued on official letterheaded paper by your solicitor. • The amount shown should match the funds appearing in your bank statements.
	• Letter from your accountant	• The letter should be on official letterheaded paper and signed. • It needs to confirm the sale of the company, the amount you received, and the date the payment was made. • The amount confirmed should match the deposit shown in your bank statements.

Source of Funds	Acceptable Evidence (please provide one of the documents from the list below)	Requirements / Important Information
Gambling Winnings	• Official payout confirmation	• This should clearly show your full name, the gambling provider, and the amount paid to you, and it should confirm that the winnings have been processed and released. • The amount shown should match the deposit appearing in your bank statements.
	• Letter from the gambling provider	• The letter should be on official letterheaded paper or sent from an official provider email address. • It needs to confirm the amount you won and the date the payment was made. • The amount confirmed should match the deposit shown in your bank statements.
	• Statement from your online gambling account	• The statement should show your full name, the provider, and the winning amount, and it should also include the date the winnings were credited or withdrawn. • The amount withdrawn should match the funds shown in your bank statements.
Other	• Documentation to show where the funds come from	• The amount shown should match the funds shown in your bank statements.

If you need support with this process, please contact us on 0345 6056 050 or email hello@rcibank.co.uk. Our team will be happy to help and answer any questions you may have.

We're here to help, 7 days - if you have any question, please email hello@rcibank.co.uk or call us on **0345 6056 050**.

RCI Bank is a trading name of RCI Bank UK Limited which is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Firm Reference Number 815220. RCI Bank UK Limited is registered in England and Wales, No. 11429127. Registered offices: Rivers Office Park, Denham Way, Rickmansworth, WD3 9YS. You can confirm our registration on the Financial Services Register.