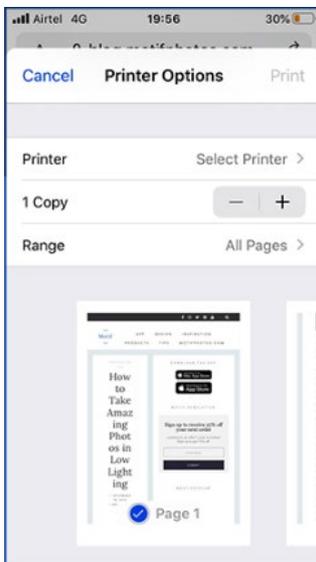


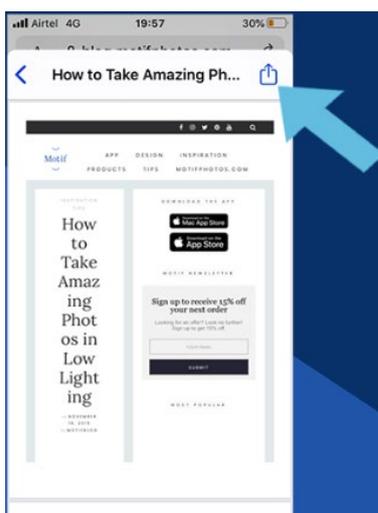
How to download your online Universal Credit statements

1. Log in to your Universal Credit account: [Sign in to your Universal Credit account - Universal Credit \(universal-credit.service.gov.uk\)](https://universal-credit.service.gov.uk)
2. Go to the 'payments' section.
3. You should see a list of months in which you have received Universal Credit. Click on one of these to view your statement.
4. Click on 'print this statement' – usually found in the top right-hand corner of the statement.
Can't click 'Print this statement'? You may need to use a different web browser app. E.g. Google Chrome, Microsoft Edge, Safari, Samsung Internet.
5. Depending on the device you are using please follow one of the following instruction sets:

If using an apple device



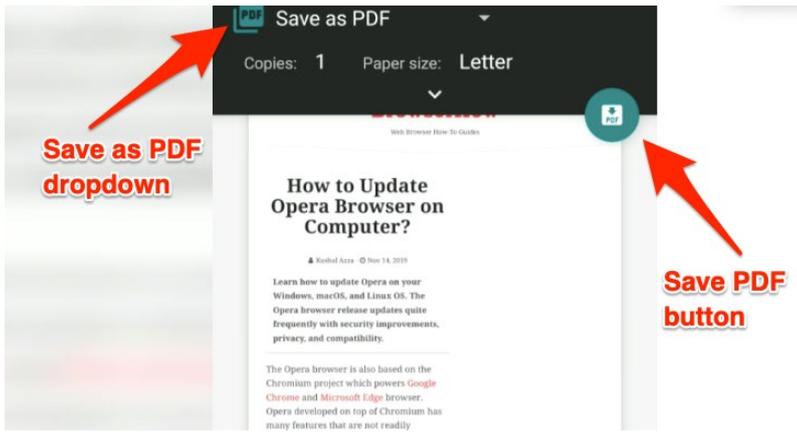
You'll see a small preview first. To take a closer look, use the pinch-out gesture on the preview. Alternatively, you can press hard on the preview to view the document in full.



Once you're in full preview, you'll be able to see this option.

Select whether you'd like to save this to cloud or send via email.

If using an android device



From the print preview screen you can click on the printer selection drop-down box and choose 'Save as PDF'. The 'save PDF' button will then appear. Click on the button to save the document.