BEEDS portal | Bank of England Electronic Data Submission Portal User guide

Submitting a return

This User guide explains how to submit a return BEEDS
1. Once you are logged in navigate to the Menu and Returns

2. The returns available to you will be listed on the page below, click on the Return Name you would like to submit against.

3. Click on 'Upload Data' as shown on the screen below

4. Click 'Choose File' and select the correct file.

5. Once the file has been uploaded the below page will display, if the file has no errors you will be able to see your submission by going to Menu > Returns and click on the 'View Submissions' button

Draft Returns

This page allows you to perform all activities related to managing returns.

[Create Return] [View Submissions]

If there are any errors you will receive an email notifying you of this.

Upload Data   ×

The FormSet below will be populated with data by uploading a file.

[▼] [Choose File]

The file will be processed. If any validation errors are found, the user will receive an email and the errors will be available to view in the portal.

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✔ The file has been accepted for processing. If any validation errors are found, the user will receive an email and the errors will be available to view in the portal. These errors are placed within **'Errors & Warnings'** in the Actions in the View Return page.

❗ Allowed file types are: xml,zip. If .xbrl is a valid file type, to speed up the upload process it is recommended that XBRL/IXBRL files greater than 10Mb are compressed using the standard .zip format. No other compression formats are currently accepted.

[Done]