
CARDNET

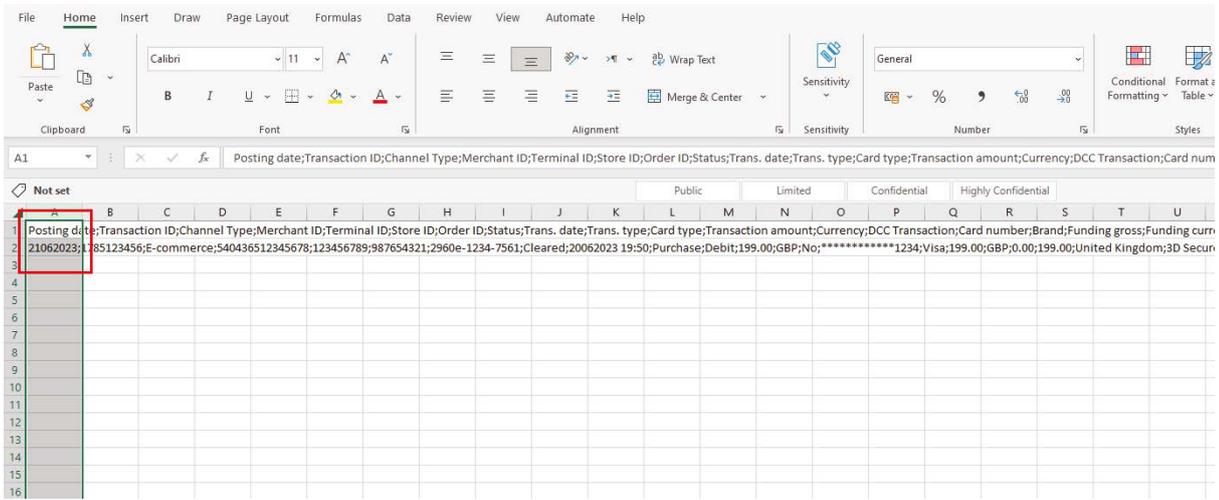
SPLITTING DATA INTO MULTIPLE COLUMNS



LLOYDS BANK

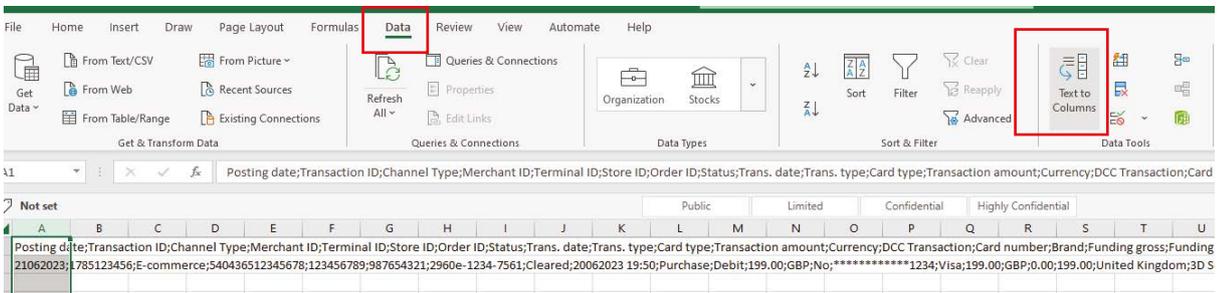
1.

- Select the cell or column that contains the data you want to split
- In this case, you can select A1 and A2 or all of column A



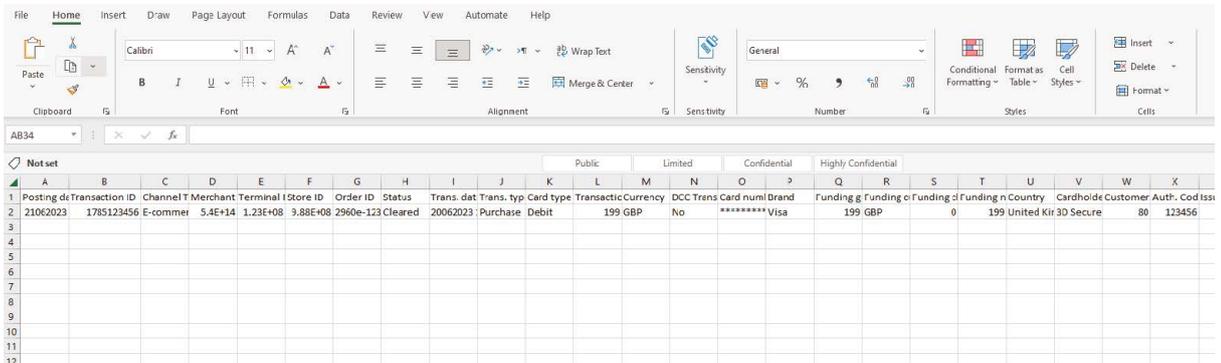
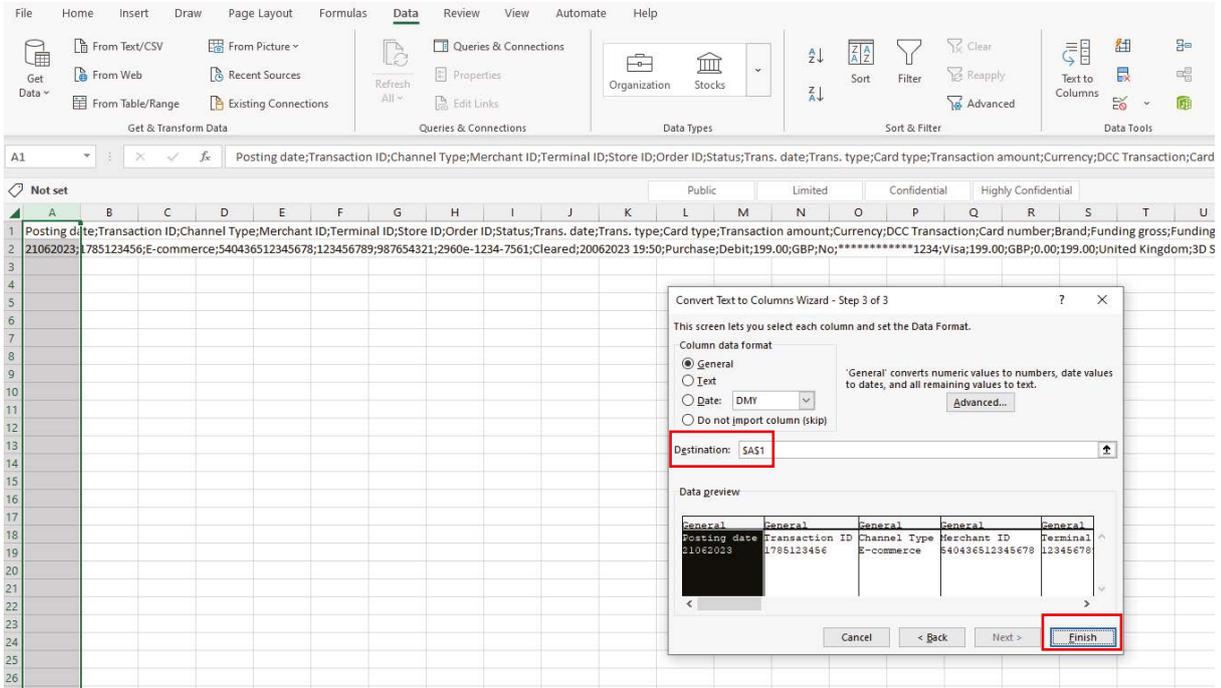
2.

- Select the Data ribbon
- Click on Text to Columns



5.

- Ensure the Destination field is set to \$A\$1 (this is the default)
- Select Finish



Find out more

 Go to lloydsbankcardnet.com

 Call us on 01268 567100
lines open from 8am to 9pm
Monday to Saturday

Please contact us if you'd like this in an alternative format such as large print, Braille or audio.

Important Information

Calls may be monitored or recorded in case we need to check we have carried out your instructions correctly and to help improve our quality of service.

If you have a hearing or speech impairment you can use Relay UK. More information on the Relay UK Service can be found at relayuk.bt.com/

Please remember we cannot guarantee the security of messages sent by email.

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Lloyds Bank plc is covered by the Financial Ombudsman Service. (Please note that due to the eligibility criteria of this scheme not all Lloyds Bank customers will be covered.)

This information is correct as of July 2023.

Our service promise

We aim to provide the highest level of customer service possible. However, if you experience a problem, we will always seek to resolve this as quickly and efficiently as possible. A copy of our 'How to voice your concerns' leaflet can be obtained by contacting the Cardnet Helpline on 01268 567100. The complaint procedures are also published on our website lloydsbankcardnet.com/how-to-complain



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