

E-STATEMENTS INSTRUCTIONS TO ENROLL

- 1. Login to your Online Banking.
- 2. Go to **Profile**, located on the top right. Then select *Edit* to the right of *Electronic statements*.
- 3. Select the accounts you wish to change to E-statements. Verify email addresses are correct.
- 4. You must read the electronic statements terms and conditions and scroll to the bottom for the **Confirmation code**.
- Next check that you have read and accept the terms and conditions.
- 6. Enter the **Confirmation code** and click Save.

Electronic statements

Secondary accounts

Statement notifications are sent to the primary account holder's email address. The primary account holder, listed below, will receive statement notifications if you choose to enroll them. As a secondary account holder, you can enroll the accounts, but cannot modify the email address to which they are sent.

Account	Delivery method	Primary holder email
PERSONAL XX1234	○ Paper ● eStatements	janedoe@gmail.com
SAVINGS XX1234	Paper	johndoe@gmail.com
BUSINESS XX1234	Paper	janedoe@gmail.com

Terms and conditions

You must read the electronic statements terms and conditions before you can accept and continue your enrollment. When finished, enter the 4-digit confirmation code found on the last page. Entering a confirmation code confirms that you are able to view and read PDF files, which are used for electronic statements, as required by regulations.

☑ I have read and accept the electronic statements terms and conditions.

Confirmation code *



Please contact customer service with questions!