



## e-Statements

**Secure. Convenient. Free. Green.**

E-Statements are convenient for you and help the environment!  
Every month, we'll notify you by e-mail when your statement is ready to view.



**Sign up for e-statements now! It's easy. Just 4 simple steps.**

**Step 1:** Notify us that you would like to receive e-statements and tell us which email you would like us to send your e-statements to.

**Step 2:** We will send an email with a test file to your email address. The test file will contain an image and a code. Reply to our email with a description of the image and the code. An accurate response verifies that you will be able to open the file type for e-statements.

**Step 3:** When checking and savings statements are ready, we will send you an email with the attached e-statement. When you receive the email, double click on the attachment.

**Step 4:** You will have to enter a password in order to open the statement. Your password is the first five digits of your email address and the last four digits of your social security number.

For example: John Doe's email is: [johndoe@bigcompany.com](mailto:johndoe@bigcompany.com)

John Doe's social security number is: 123-45-6789.

John Doe's password is: johnd6789

