

Account Statements

Statement Delivery Preferences

Account holders can change the way they want their statements to be delivered.

- 1. Open the Statements feature from the left side-bar menu.
- 2. Click on Delivery Preferences.



3. A list opens with the choices All Accounts or Select Accounts.

Selecting "All Accounts" applies a statement preference (Mail, Paper) to all your accounts. Selecting "Select Accounts" allows you to apply different statement preferences to one or more of your accounts.

	Apply Statement Preferences to:					
	✓ Select: All Accounts Select Accounts					
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5	Electronic					
N	lotification Email (if electronic)					
С	ash Back Checking (0001)					



Retrieving Statements

Account statements are available for all online banking accounts.

1. Click Statements from the side-bar main menu to view account statement information. On the next screen, click one of the available accounts to view monthly statements.

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	Available Current \$2,006.99			×	Available Current \$250,000.00
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- 2. Select View to view the statement in a new window.
- 3. Select Save to save the statement to the workstation.

