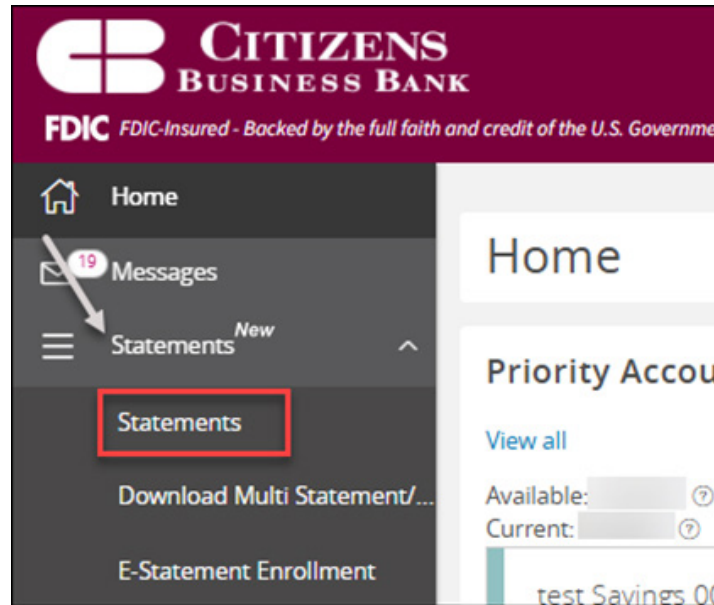


Your New Online Banking

Accessing E-Statements and Multi-Statements

View/Download Individual Statements

1. From the left-hand main menu click **Statements**, then select **Statements**.



2. To view and download a statement
 - Select an account in the **Select an Account** drop down menu.
 - Select a statement date in the **Statement of Account** drop down menu.
 - Select **View and print document** to view your statement or **Download document** to download.

Statements

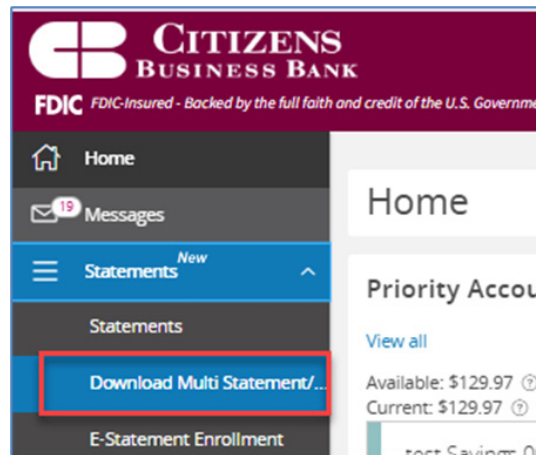
Select an Account

Statement of Account

Document Type
pdf

Download Multi Statements

1. From the left-hand main menu click **Statements**, then select **Download Multi Statement**



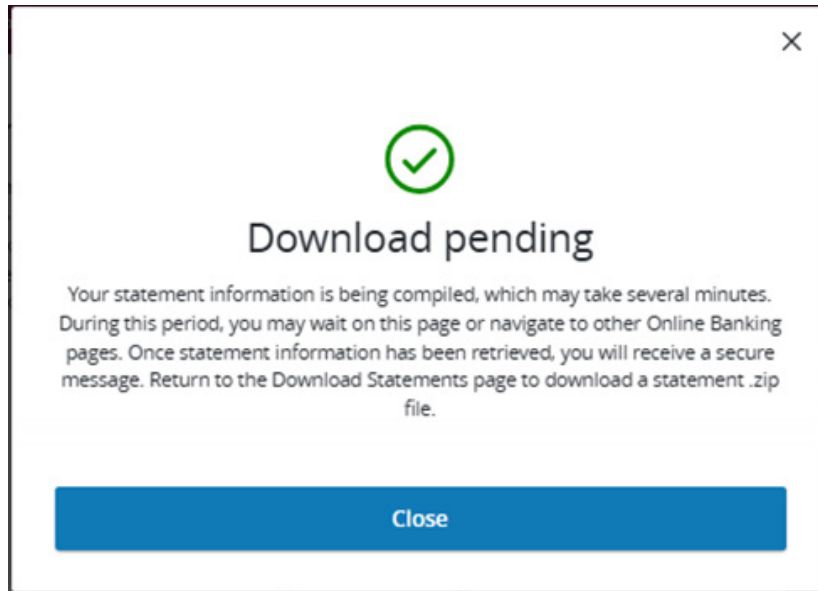
2. Select accounts under **Select account(s)**.

- To retrieve all statements from the prior statement cycle (or last 31 days for daily/weekly cycles), click **Select/Deselect All Accounts**.
- Click **Show Selected Accounts** to confirm account selection.
- Enter a **From** and **To** date range if the Select/Deselect All Accounts box was not checked.
- Click **View documents for download**.

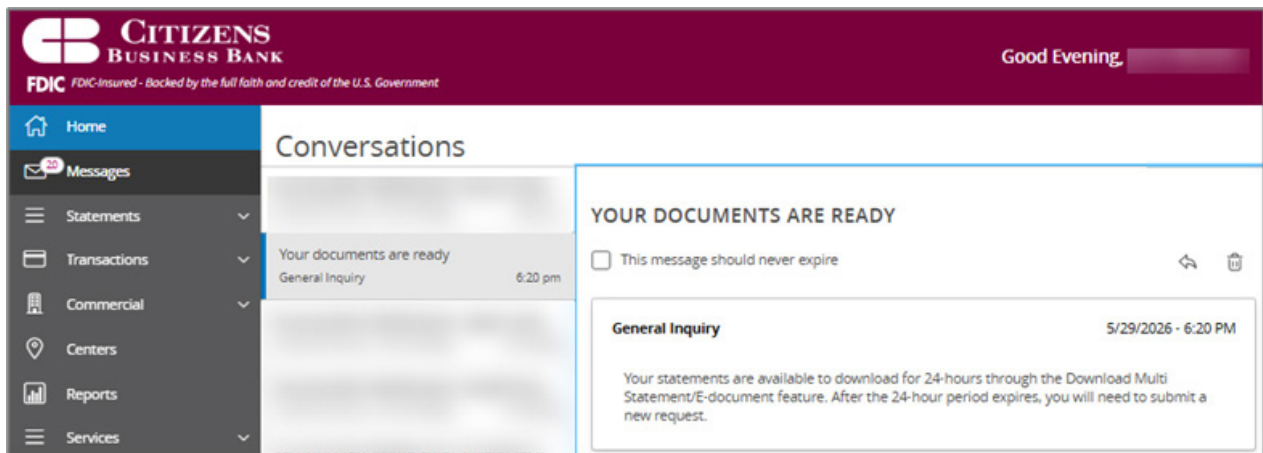
Note: Typical account statements are fewer than 10 pages. For best results, keep multi-statement download requests to under 500 pages per download.

3. Select all statements and click **Download**.

4. A **Download pending** alert will appear as statements are being compiled. You will receive a secure message once statements are ready.



5. Once statements are ready for download you will receive a **Documents are Ready** notification under **Messages**.



6. To retrieve downloaded statements, return to **Download Multi Statements** on the left-hand main menu.
7. A **Request Complete** message will appear. Click **Download .zip File** to download files.

