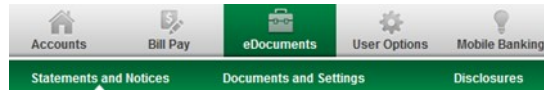


Electronic Documents Quick Reference

eDOCUMENT ENROLLMENT

1. Login to your Online Banking.
2. Click the eDocuments tab and then Documents and Settings.



3. You may check the “Enroll All Available Accounts and Document Types Shown” box or you may individually check the accounts and documents you would like to enroll, including Tax Documents (eDocuments are available for Checking, Savings, Club, CD, Loan and Overdraft Protection accounts.)

Enroll All Available Accounts and Document Types Shown

Enroll Accounts

Checking

Enroll Available Document Types

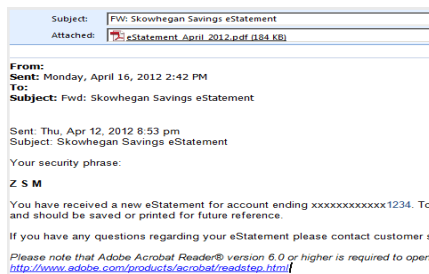
eStatement

1099 INT Tax Form

4. Click the Save Settings button. If you would like to continue the enrollment you must agree to the “Electronic Documents Agreement.” Click the I Agree button to complete the enrollment.
5. You may un-enroll at any time by un-checking the boxes for the appropriate accounts and save your changes.

VIEW eDOCUMENTS Method 1

1. When a statement or notice is generated, an email will be sent to you that contains a PDF attachment. (Adobe Acrobat Reader® version 6.0 or higher is required to open and view your statements and notices.)



2. Click on the attachment and a login box will open, enter your Online Banking ID and Password. The document opens within Adobe Reader. You may save or print the document for your convenience.

Please be sure to validate your security text at the top of the form with what you entered on our website when you enrolled. This security tag helps to protect you from phishing attacks and individuals who are trying to steal your confidential information.

Your security text should appear in the box below:

Z S M

Online Banking ID:

Online Banking Password:

Include check images with my document if they are available

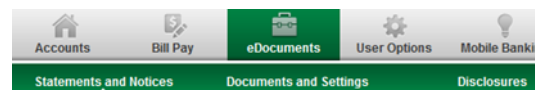
CHECKING ACCOUNT

TO REPORT A LOST OR STOLEN ATM/CHEQUECARD
CALL 888-555-5555

CHECKING ACCOUNT	12345	NUMBER OF ENCLOSURES	15
ACCOUNT NUMBER	12345	STATEMENT DATES	1/18/05 THRU 2/04/05
PREVIOUS BALANCE	5,187.09	DAYS IN THE STATEMENT PERIOD	5,370
DEPOSITS/CREDITS	7,136.96	AVERAGE LEADER BAL	5,312
5 CHECKS/DEBITS	7,173.12	AVERAGE COLLECTED BAL	5,312
SERVICE CHARGE	.00		
INTEREST PAID	.00		
ENDING BALANCE	5,130.93		

VIEW eDOCUMENTS Method 2

1. Login to your Online Banking.
2. Click the eDocuments tab and then Statements and Notices.
3. Use the drop down menu to choose which account you would like to view the statement/notice for.
4. A list of available documents will appear. Click on “View” to open or save the document.
5. You may save, print or download any document for your records.



Statements and Notices

View Statement/Notices For:

Date	Description	View Details
07/19/2013	eStatement July 2013	View
06/20/2013	eStatement June 2013	View
05/20/2013	eStatement May 2013	View

Note: Statements and notices are available online for 18 months from enrollment. We can reprint any previously issued statements, standard research fees apply.