



# Electronic Bank Statements

Go green with our secure and convenient eStatements

Save a tree, stop the clutter, sign up for e-statements.  
Signing up is easy!

Accessed through your NetTeller Internet Banking, eStatements are the most convenient, paper-free way to receive your monthly statement(s). Your account information is always secure and accessible only to you, using your unique NetTeller Internet Banking log-in ID and password. You can view your statement as often as you like (for 60 days), and even save it to your computer's hard drive for permanent storage and reference. Images of all of your cancelled checks are included.

## How to get started

You need to enroll in the eStatement service while logged into your NetTeller account.

- Click on "eStatements" in the menu tabs,
- Click on "Documents & Settings" in the menu tabs,
- Click on "Details" if you want to choose only specific accounts for eStatements. If you do not specify particular accounts, all of your accounts will be enrolled.
- Verify your email address is correct.
- Create a "security phrase" This can be a word or short phrase and will be included in the subject line of all notification emails you receive from the bank to identify they are secure.
- A disclosure statement will appear explaining all of the details for the service.
- Click "I agree" if you agree to the disclosures,
- Click "Submit" to finalize enrollment.

You will receive a confirmation e-mail shortly, letting you know that your enrollment was successful. This e-mail, and all subsequent e-mails notifying you that statements are ready to be viewed, will contain your personal security phrase as part of the "from" line. Your eStatements will begin with the next statement cycle. When you open the e-mailed attachment, you will have a log-in screen which requires your Online Banking ID and password. If you don't specify particular accounts, all your accounts that show in Online Banking will be enrolled in e-statements. Only one person can enroll in e-statements per account. The first person who enrolls will get the statements at their personal e-mail address. Other parties to the account, if they have separate Online Banking ID's, will be unable to enroll that account or access the e-statements.

