

## E-Statement Sign up



1. Sign into your NetTeller (online banking) account.
2. Click on the 3<sup>rd</sup> tab at the top of the page labeled "eStatements"
3. Click the box labeled "Select to activate eStatements". It will look similar to this.

### E-Statement Settings



Note: \* is a required field

Select to activate eStatements:

Select the accounts for which you want to receive your statements electronically:

Joint Checking

Savings

Confirmed

My Checking

Confirmed

Student Savings

Confirm your email address:

Select the format to view your statements:

.pdf format

.html format

.txt format

4. You will then confirm the accounts you wish to receive eStatement, to which email address it will be sent, and in which format. After reading the terms and conditions (not shown here), click submit.
5. This will send an email to the email address listed that will require you to confirm receipt by clicking the link labeled "[Click here to confirm electronic delivery for the accounts listed above](#)"
6. Now every month you will receive an email letting you know that your statement is ready for viewing and downloading.