

Sign into online banking

Click into an account

Click on Settings

Under Documents, click on Advanced settings

In top toolbar, click Sign Up/Changes

To sign up for all accounts & all available documents

If the box in front of Enroll All Available Accounts and Document Types Shown is checked, Uncheck it. This will clear all boxes. Now put check mark back into Box and scroll down to bottom and click SAVE

Next a disclosure statement will appear. Read and then click I AGREE

This will enroll all available documents for all accounts to be received electronically.

If there are accounts you do not want to get notices/statement electronically,

Make sure box in front of account is not checked if you do not want any electronic statements or notices for that account.

If you want only certain notices/statements, click arrow in front of account to choose or deselect which notices you do not want to receive electronically.

Scroll down and Save Changes