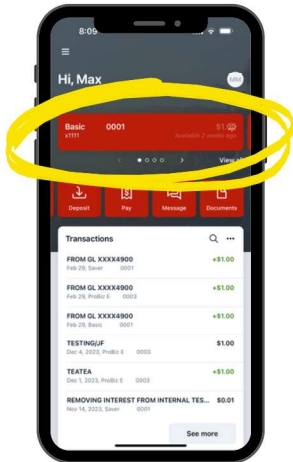# Enrolling in E-statements
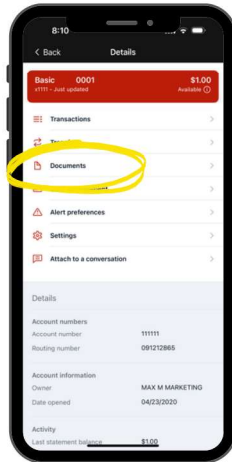
STEP 1
Within your online banking, select the account you want to have receive electronic statements.
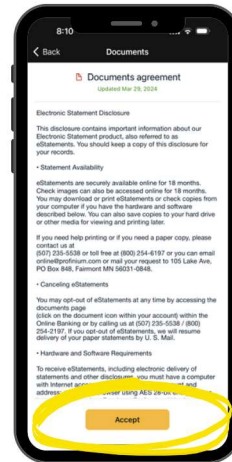
STEP 2
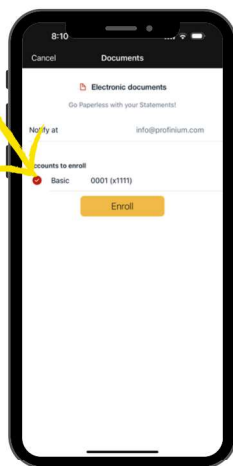Then select **Documents** from the menu options.

STEP 3
After viewing the Terms & Conditions select **Accept.**

STEP 4
Then select the radio button next to the account name under the *Accounts to enroll* section.

Next Click **Enroll** to complete enrollment. You will receive a confirmation notification. Select **OK**.

Editing/Updating:
To make edits, select the **filter** icon in the upper right-hand corner. Make your selections/updates and select **Apply.**

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