

How to Download eStatements

Once you have enrolled an account in eStatements, you can download your statements, notices, and tax forms through digital banking at any time.

01 Navigate to eStatements

- From the center of your dashboard, click on the **eStatements** icon
- All of your available documents will be listed
 - Please Note: If you access eStatements from within an individual account, the listing will automatically filter to only show available documents for that account

02 Filter Your Documents

- Statements and notices are available for the previous two years, or as long as you have had your account (whichever is shorter)
- Click the **Filter** icon to filter your documents using the following options:
 - **Documents Type:** Statements, Notices and Tax Forms
 - **Year:** 2022, 2023, 2024
 - **Accounts:** All of your enrolled accounts will be listed
- Click **Filter**

03 Download and View

- All available documents that meet your criteria will be listed for download
- Click the **Download** icon next to the document you want to view
 - Please note: You can download multiple documents at once by clicking the **Settings** icon from your account dashboard, then **Advanced Settings** under eStatements. Once in the eStatements module check the box next to each document you want to view and then click **Download**
- The document(s) will download locally to your device and you can view, print, or save for your personal records

