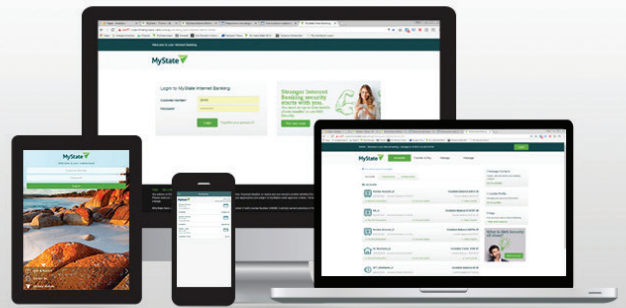


Internet Banking Guide

eStatements



You can **view**, **download** and **print** your eStatements from within the **web version** of Internet Banking. You cannot access eStatements using the mobile app.

You can choose to either opt-in or opt-out of receiving eStatements after logging in to Internet Banking.

- If you **opt-out**, you will receive paper statements by post.
- If you **opt-in**, you will receive an email notification when your statement is ready to view online.

eStatements can be downloaded and viewed in a range of formats including CSV, Quicken or PDF.

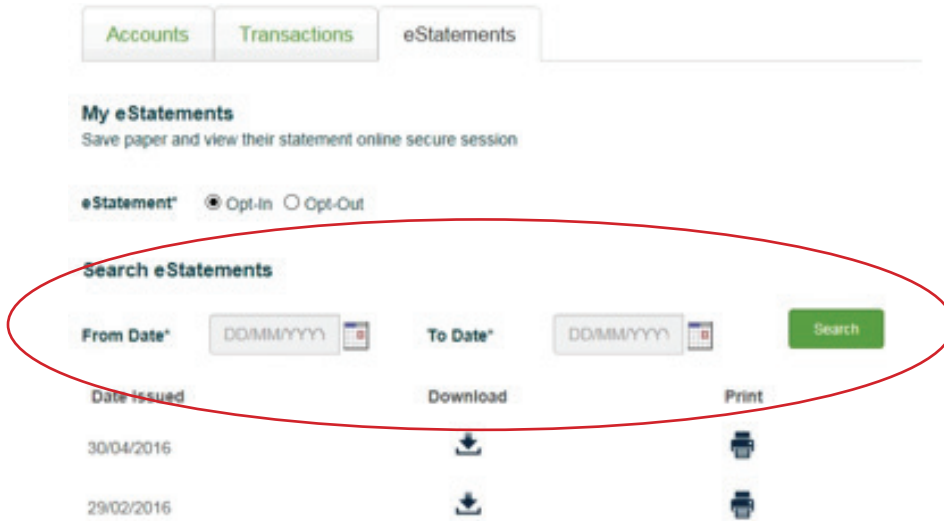
Opt-in or opt-out of eStatements

You can **opt-in or opt-out** of eStatements within the **web version** of Internet Banking (you cannot do this using mobile apps). To access this function, select **Accounts > eStatements** then select **opt-in** or **opt-out**

Date Issued	Download	Print
30/04/2016		
29/02/2016		

Search, download or print an eStatement in Internet Banking

You can search for previous eStatements by selecting **Accounts > eStatements** and search a **from date** and **to date**. You can then download the requested statement or save and or print.



Adding an email address in Internet Banking

To use eStatements, you must have an email address. If we don't currently have one on file for you, when you attempt to opt-in to eStatements, you will receive an error message.

You can add your own address in Internet Banking by clicking on **Manage > Profile**. You will then receive a secure message to your mobile phone – enter this in where requested and click **Confirm**. You will then need to enter your new email address and click **Save**.

