

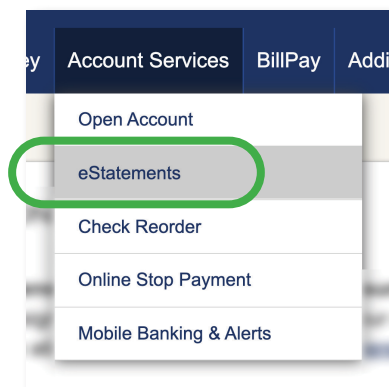
Steps to Sign Up:

1 Login to Online Banking.

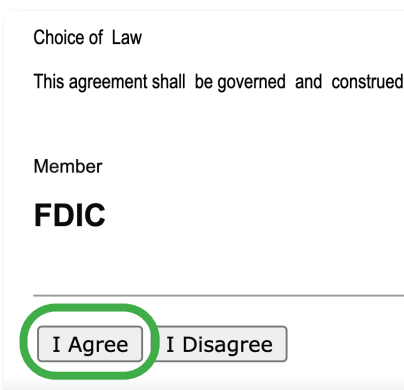


Note: Online Banking is required to sign up for eStatements.

2 Go to **eStatements** under **Account Services**.



3 Read the **Federal E-Sign Disclosure & Consent Form** that appears on the screen and click **I Agree** at the bottom.

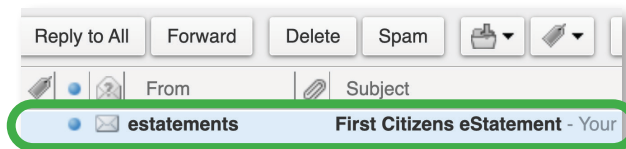


4 You're all set to receive **eStatements**!

Steps to View Your eStatements:

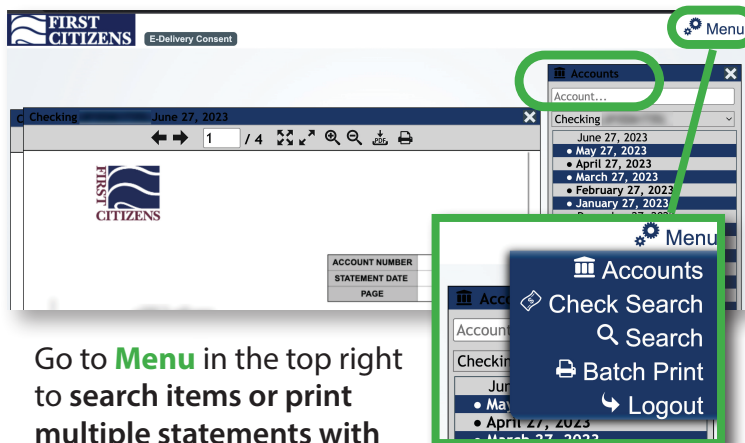
1 When your new statement is ready, you will receive a **notification via email** to the email address linked to your Online Banking.

The email comes from eStatements with a subject line of First Citizens eStatement.



2 Login to Online Banking. Go to **eStatements** under **Account Services**.

3 Your statement will appear on the screen. Click **Accounts** on the right to view other account statements.



Go to **Menu** in the top right to search items or print multiple statements with **Batch Print**.

Note: If you have a Savings Account, that information will appear at the end of your Checking Account statement.

eStatements are available in Online Banking for 30 months.

We recommend archiving your bank statements using whatever method you prefer (print, save to flash/hard drive, etc).

Note: The IRS can go back as far as seven years when doing audits.