

# e-Statements

Help Us: Improve Member Service –Add Member Benefits—Save Natural Resources

We are please to announce this important new service, which will help us better serve you – as you help us reduce expenses, add new member benefits, and save natural resources.

1. **Faster access to your credit union statement:**

Your statement will be in your home banking account hours after the close of the statement period. You will receive an email letting you know that it's ready.

a. *Note: Statements are in Adobe PDF format, if you could open and read this PDF notice – you already have Adobe Reader installed on your computer.*

2. **Identity theft protection:**

After signing up for e-Statements, **you will no longer receive a paper statement.** No more worries about someone stealing your financial information from the mail.

3. **12 month Statement Retention:**

Your home banking account will save up to 12 months of statements. Never search again for a copy of your statement, or, have to pay a fee for a duplicate copy. Simply go to your online account and print a fresh copy.

4. **Download a permanent copy onto your computer:**

It's simple to download a PDF copy of your statement to store as a permanent record. First open the statement and then either: click the "**Disk icon**"; or click on "**File**" --then "**Save As**". Next, choose a name for the download and where you want to store it.

**Suggestion:** Open a new folder under "My Documents" and name it "Credit Union Statements". (right-click **Start** button / click **Explore** / click on "**My Documents**" / then click **File** (at the top) / **New** / **Folder**/ type in "Credit Union Statements". Save your statements to this folder.

When you download a statement, name it "CU" followed by the month and year. For instance, save your September 2006 statement as CU0906.

5. **Help us reduce expenses -- so we can offer more member benefits:**

Printed Statements are a major expense. By opting into the e-statement program, you help us reduce expenses -- which mean that we have more funds available to pay higher dividends, offer lower loan rates, and bring in new services.

6. **Save natural resources**

Opting into e-statements and out of paper will help us save natural resources. If the majority of our members switched to e-Statements, we could save about 200,000 sheets of paper each and every year.

## To Signup:

1. Go to our website at <http://www.GoToCU.com> and click on the "**Home Banking**" Link
2. Click on "**Account**" and enter your Account # and Password. *If you don't have or know your password, call your branch office and we will set up a temporary password while you're on the line.*
3. Click on "**Services**" -- "**Change E-Statements Options**" – enter your **Email Address**
4. Click on the "**Submit**" button" and you're all set.
5. To later "**View**" your statement: Sign in and click "**Statement**" on top row of options. Then, click on the "**PDF Icon**" that is opposite the statement date that you wish to view or download.