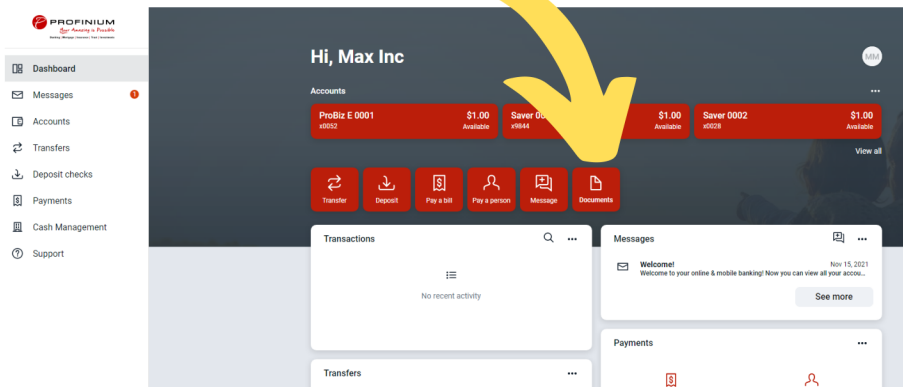


OPT IN TO RECEIVE DOCUMENTS ELECTRONICALLY

These instructions are for those using their laptop or desktop to opt in to receive documents electronically.

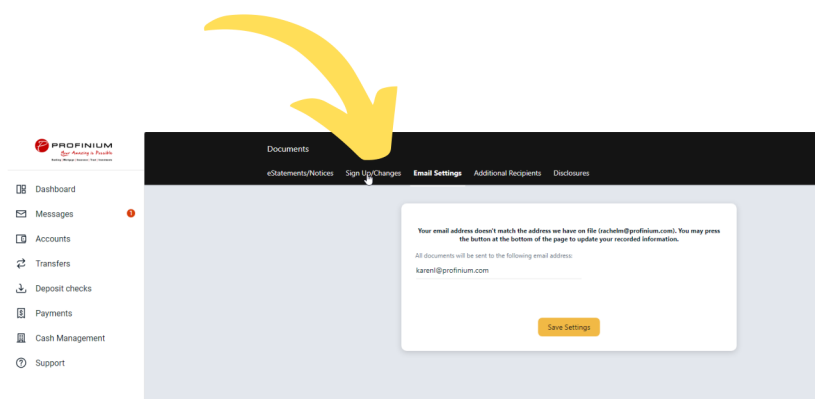
STEP 1:

Within your online banking dashboard, click on the documents icon.



STEP 2:

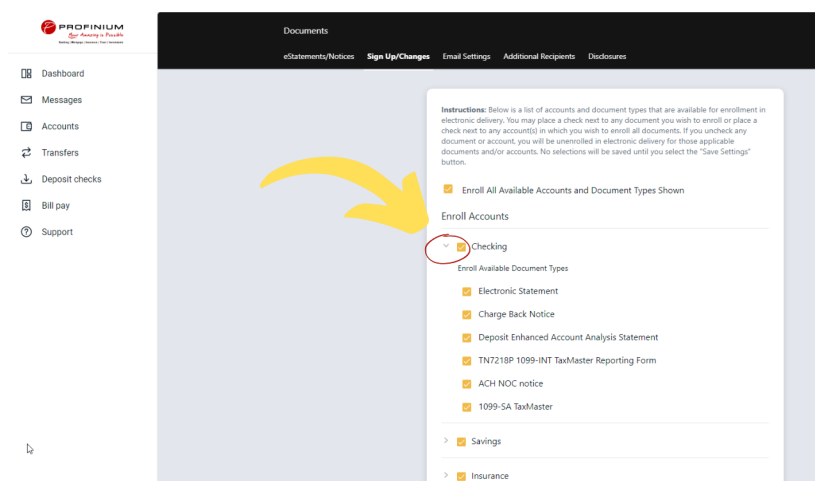
On the documents screen, click on **Signup/Changes**.



STEP 3:

On the sign up/changes screen, click on the **expand arrow** to review your accounts and all the electronic options available to you. Once you have made your selections make sure to click **SAVE SETTINGS**.

You may be prompted to agree to the Terms & Conditions.



To watch this guide in action, [click here](#) to view the 3-minute guide.

Additional terms and conditions may apply. Third party fees for Internet, messaging, or data plans may apply.



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