



Phone 336-723-0619
Fax 336-725-0955

1777 Link Road
Winston-Salem, NC
27103-4625

How to Enroll in E-Statements:

1. Log into online banking using your User ID and case sensitive password.
2. At the top of the next screen, you should click on **“e-documents”**.
3. The next screen will state the terms and conditions for using e-documents. If you should accept the terms click on **“I agree to e-document terms and conditions”**. After you have clicked on the “I agree” button, you will be sent a confirmation to your email address.
4. Upon completion of enrollment, you will not receive any more paper statements. You will be sent notification to your email address stating that there’s a new e-document for your viewing.
5. In order to view bank statement, you must log into the online banking system and look up **“e-documents”**.