

## Sign Up For E-Statements

Page 1 Instructions

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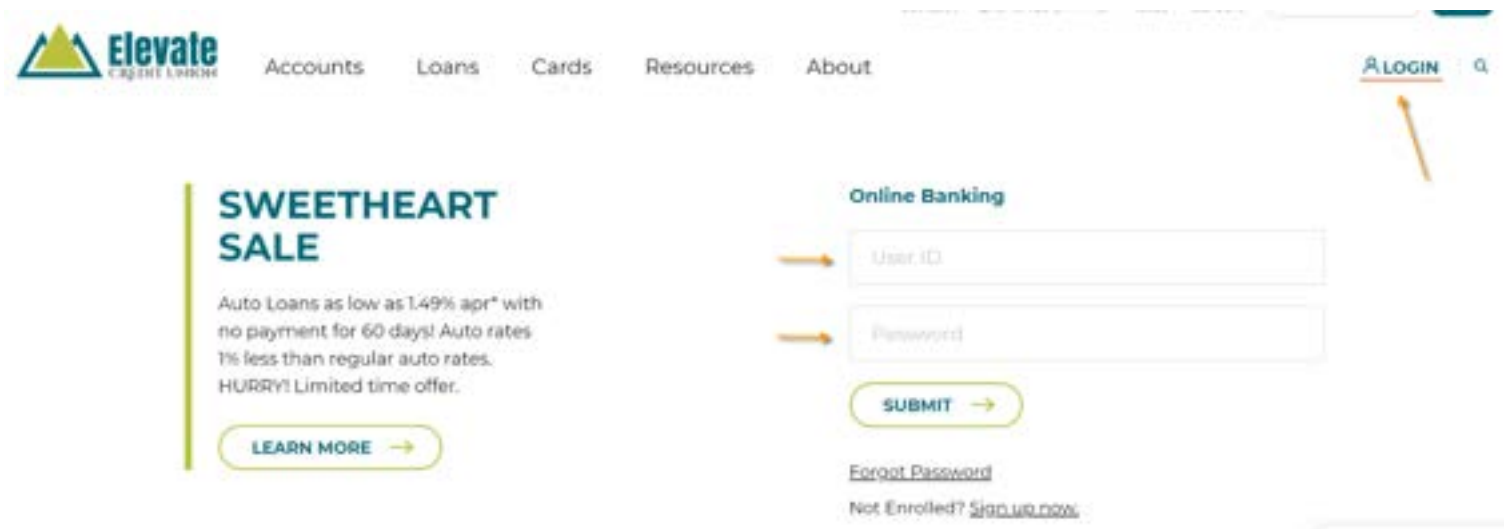
E-statements are a great way to get your monthly statement without having a ton of paper clogging up your home.

Signing up is easy with just a few steps.

### Step 1: Login to your Online Banking account

The web address for Elevate Credit Union is: <https://elevatecu.com/>

EXAMPLE 1-



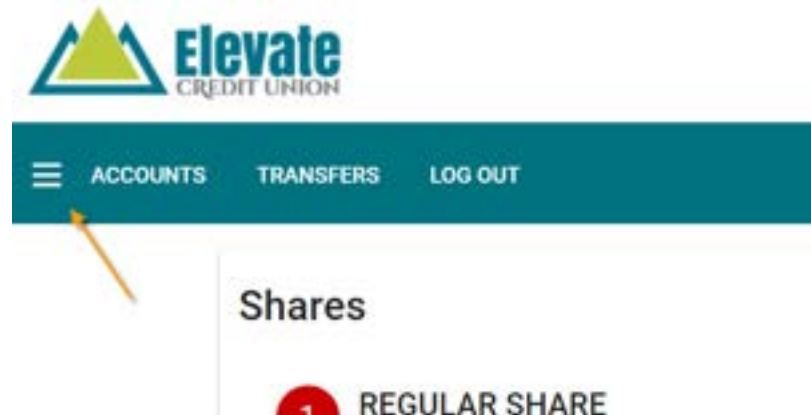
**Step 2: Enter your “User Id” and “Password”.**

Then click “SUBMIT”

**Step 3: Find the hamburger menu in the top bar on the left of the screen.**

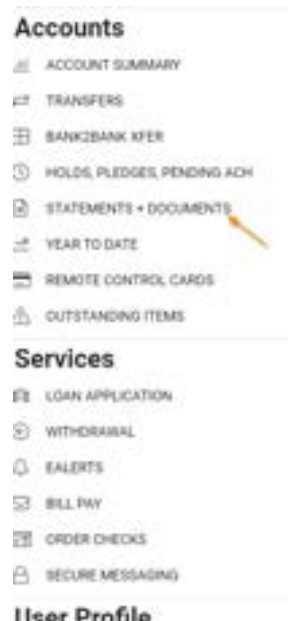
Click this icon to drop down the main menu.

EXAMPLE 2-



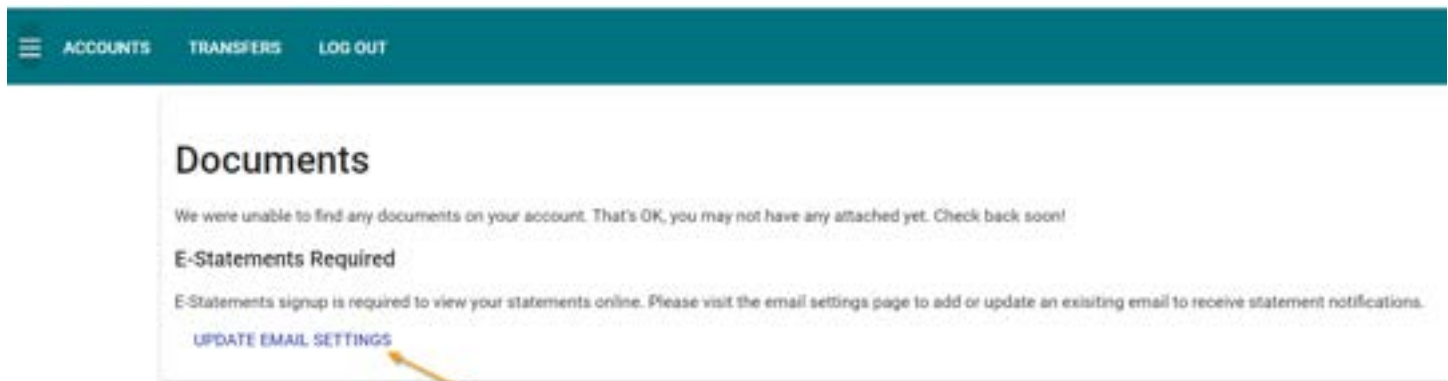
Step 4: The menu gives you online banking options. Scroll down to "STATEMENTS & DOCUMENTS".  
Click on the Statements & Documents link.

EXAMPLE 3-



**Step 5: On this screen, go to the link “UPDATE EMAIL SETTINGS”**  
Click on the link to review and accept the terms to start the email statements.

EXAMPLE 4-

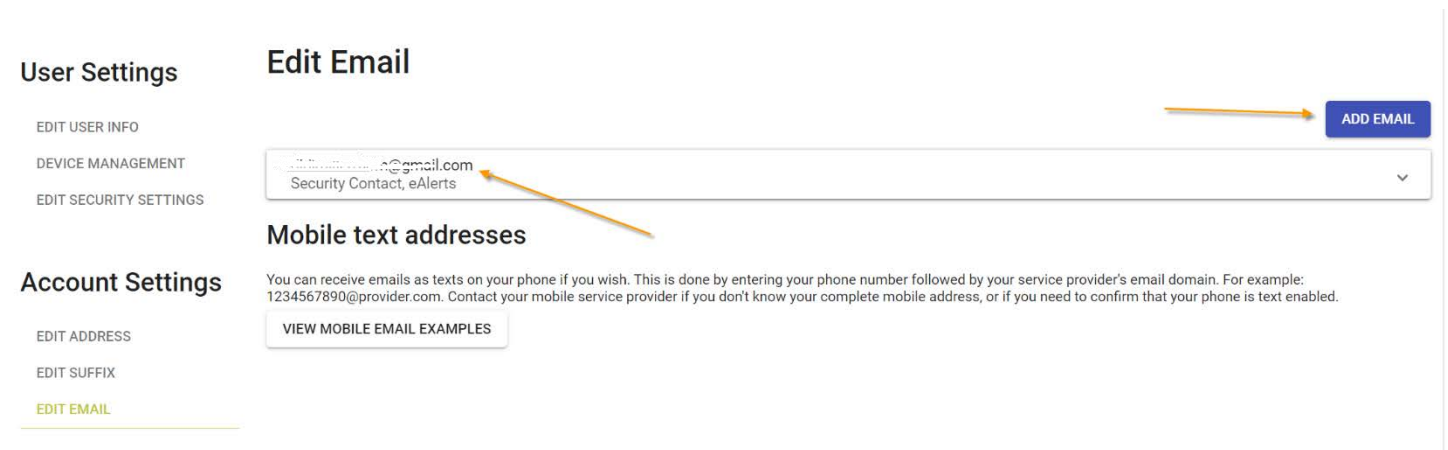


*NOTE: If you do not see this option, you will need to contact our office: (435)723.3437*

**Step 6: You may see your email address, if not, go to the blue “ADD EMAIL” Button.**

If you do see your email address click on the down arrow under “ADD EMAIL”

EXAMPLE 5-



## Step 7: Once you get to this screen, add your email address, and then check the box next to “Statements”

If you see your email you do not need to add it again.

### EXAMPLE 6-

[ADD EMAIL](#)

Security Contact, eAlerts ^

New email address

**ACCT ••• Settings**

Statements  Credit card  eAlerts

**Security Contact Setting**

Security contacts are used to reset your password and for other types of secure authentication. When authenticating via email you will be asked to select a security contact by it's label rather than email address. To enable this email as a security contact, select the checkbox and enter a contact label.

Use as security contact Please enter a name \*

[SUBMIT](#) [DELETE](#)

## Step 7: A disclosure will appear on your screen, please read the disclosure. Click on the “I AGREE” to accept the disclosure to start getting email statements.

### EXAMPLE 7-

**Disclosure**

**1. Electronic Delivery Terms**

By clicking “I Agree” below, you agree to accept delivery of your deposit account documents electronically by Elevate Federal Credit Union (Credit Union). The following terms and conditions apply to our electronic delivery and your receipt of deposit account documents:

**2. Deposit Account Documents**

Your electronically delivered deposit account documents will include:

Deposit Account Documents		
<b>Account Opening Documents</b>	<ul style="list-style-type: none"> <li>• Membership &amp; Account Agreement</li> <li>• Funds Availability Policy</li> </ul>	<ul style="list-style-type: none"> <li>• Electronic Funds Transfer Agreement</li> <li>• Privacy Notice</li> <li>• Our Rates and Service Charges</li> </ul>
<b>Subsequent Documents</b>	<ul style="list-style-type: none"> <li>• Web Statements</li> <li>• Account Notices</li> <li>• Change in Terms Notices</li> <li>• Annual Privacy Notices</li> </ul>	<ul style="list-style-type: none"> <li>• Account and Transaction Alerts</li> <li>• Future Service Enrollments, Communications and Notices</li> </ul>

**3. Accessing & Signing Documents**

EXAMPLE 7 continued-

**Disclosure**

723-3437 or toll-free at 844-828-1199, or by logging in to your account through Online Banking and clicking on Settings, Edit Email. Please allow a reasonable period of time to process your request.

**6. Fees/Restrictions**

There are no fees, penalties or account restrictions for requesting a paper copy of any disclosure you received electronically or for withdrawing your consent at any time.

**7. Your System Requirements**

You will need a computer or mobile device that can access the internet, an email address, internet service and a printer for printing or computer storage such as a hard drive or thumb drive for saving documents. Our service will support at least the current and immediately prior version or release of major internet browsers such as Internet Explorer, Chrome, Firefox and Safari. In addition, you will need a program that can access and display documents in PDF format, such as Adobe Reader. Your operating system must be adequate support these requirements. We will notify you whenever we change or revise these requirements.

**8. Your Responsibilities**

You certify that you are capable of retaining and accurately reproducing the electronically delivered documents as electronic records for any future reference. You certify you have provided us with your current email address to which we may send electronic documents and communications and you will immediately notify us of any changes in your email address. We are not obligated to verify that you have received or can access any account document. If we learn that you are no longer receiving email communications (for example, an email is returned as undeliverable), we may discontinue sending email communications. We will make a reasonable attempt to redeliver your notification electronically.

**9. Contacting Us**

You may contact the Credit Union to request paper copies, withdraw your consent or notify us of changes in your email address. You may make changes by calling us at 435-723-3437 or toll-free at 844-828-1199, writing to us at 1023 Medical Drive, Brigham City, UT 84302 or emailing us at mail@Elevatecu.com

CANCEL I AGREE

Step 6: Congratulations! You are done. You will now start receiving email statements.

