



**SACO &
BIDDEFORD**
SAVINGS

In It Together.

sbsavings.bank | (207) 284-4591

How to Sign Up for eStatements/eNotices

It's easy to go green with Saco & Biddeford Savings. You can sign up for eStatements/eNotices with just a few simple clicks of the mouse.

Step 1: Log into your online banking account.

1

Log in to my:
Select One ▼

Log in to my:
Select One ▼
Personal Online Banking
Business Online Banking

Sign in to Online Banking
User ID:
Continue

Step 2: Click on the 'Accounts' tab, then click on 'My Statements'.

2

Accounts Activity Transfer Bill Pay People Pay External Transfer Documents
My Statements Notices/Bills Tax Statements Documents Preferences

Here you will need your:

- Account number
- Last 4 digit of your SSN
- E-mail address (to verify your identity)

Step 3: You will be presented with a disclosure agreement which must be read. Click the 'accept' box if you agree to the terms and conditions of the disclosure. There is also an option to 'decline', should you change your mind and not wish to continue after reading the disclosure.

I AGREE to these terms and conditions which include receiving information electronically rather than by paper via postal mail or in person.
Accept

I DO NOT wish to receive my statements, notices, or other information electronically.
Decline

If you accept the terms, you will be able to view available statements/notices in two formats.

Description	Account # ▲▼	Date ▲▼	View
MAINLY E-FREE CHECKING	123456789	03/05/2020	
MAINLY E-FREE CHECKING	123456789	02/05/2020	

If you have any questions or concerns, call: **(207) 284-4591**



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Questions and Answers About eStatements, eNotices, and eBills

Q: Can I have eStatements, eNotices and eBills on more than one account?

A: Yes, you can sign up for eStatements, eNotices, and eBills for any eligible account that you are a signer on and currently receive periodic statements, notices and/or bills for.

Q: How do I know when my eStatements, eNotices, and eBills are available?

A: If a new eStatement, eNotice, and eBill is available for viewing, you will receive an e-mail notification. Please remember it is your responsibility to keep your e-mail address up to date in the system, should it ever change.

Q: How many months' worth of statements will I be able to see?

A: You will be able to view AT LEAST 18 months of statements, notices, and bills and 3 years of Tax Forms. If you ever need more than what is available, you can contact the bank and we will get those documents for you. Certain research fees *MAY* apply depending on how many statements are requested.

Q: Why would I want to sign up for eStatements, eNotices, and eBills?

A: 1. eStatements, eNotices, and eBills are environmentally friendly. 2. eStatements, eNotices, and eBills will typically be available to you sooner than if they are mailed, and 3. eStatements, eNotices, and eBills are delivered through a secure internet connection. By signing up for this service, you eliminate the delivery of paper through the mail, reducing the possibility of your documents falling into the wrong hands.

Q: Is there any software required on my PC?

A: To receive your banking documents electronically, you'll need a PC or similar device with Internet access, a supported Internet browser, an online banking account with Saco & Biddeford Savings Institution, a valid e-mail address, and Adobe Acrobat Reader (which can be downloaded at no charge at (<http://get.adobe.com/reader>)).

Q: How much does it cost to get eStatements, and eBills?

A: It's FREE!

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Monday - Friday 7:30AM - 6:00PM

Saturday 7:30AM - NOON