

HOW TO ACCESS STATEMENTS ANYTIME

Sign Up For and Use eStatements

1. Sign up for and login to Online Banking on our website
2. At the top of the screen, click the “Customer Service” tab
3. Below “Account Maintenance,” click “Change Statement Delivery Method”
4. You will be shown helpful information about Online Statements; scroll down on the page and you’ll be asked to review the “Statement Service Agreement and Disclosure”. You’ll need to click on this, review, then close it in order to proceed.
5. Check the box to indicate you agree to the terms and click “Submit”
6. From the drop down menu select paper or online statements and then click “Submit.” You are now signed up for eStatements.
7. To view a statement, just click “Statements” in the left-hand panel
8. Any account that has been signed up for online statements will appear. You can click on “Last Statement” to view the most recent statement or “All Statements” to choose from all available statements. When you click on a statement to view it, a new tab will open up.

What Can You Use eStatements For?

- View your statements any time
- Access up to 18 months of statements via Online Banking on our website
- You can view, print or save statements

Need More Help From An Expert?

Give us a call during business hours at 781.329.6700 or 800.462.1190.



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