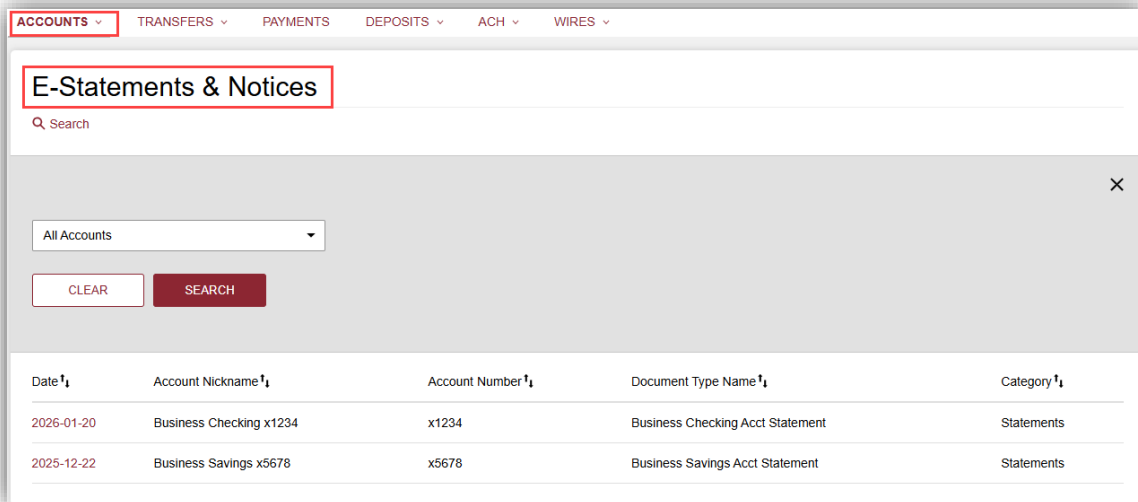


1. Accessing Statements

- Log in to Digital Banking.
- Select the “Accounts” tab in the upper left corner.
- Select “E-Statements & Notices”.

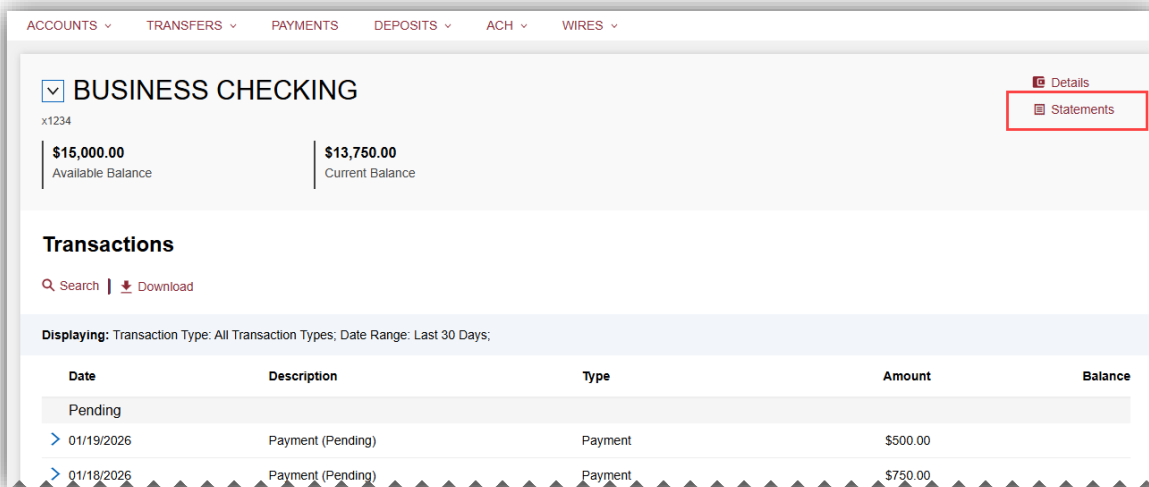


The screenshot shows the 'E-Statements & Notices' page. At the top, there is a navigation bar with tabs: ACCOUNTS, TRANSFERS, PAYMENTS, DEPOSITS, ACH, and WIRES. Below this, the 'E-Statements & Notices' section is highlighted. A search bar is present with the text 'Search'. Below the search bar, there is a dropdown menu labeled 'All Accounts' and two buttons: 'CLEAR' and 'SEARCH'. Below these elements is a table with the following columns: Date, Account Nickname, Account Number, Document Type Name, and Category. The table contains two rows of data:

Date	Account Nickname	Account Number	Document Type Name	Category
2026-01-20	Business Checking x1234	x1234	Business Checking Acct Statement	Statements
2025-12-22	Business Savings x5678	x5678	Business Savings Acct Statement	Statements

2. Accessing Statements from the Account History View

- Select an account nickname from the “Account Summary” view.
- Select the “Statements” link in the upper right corner.

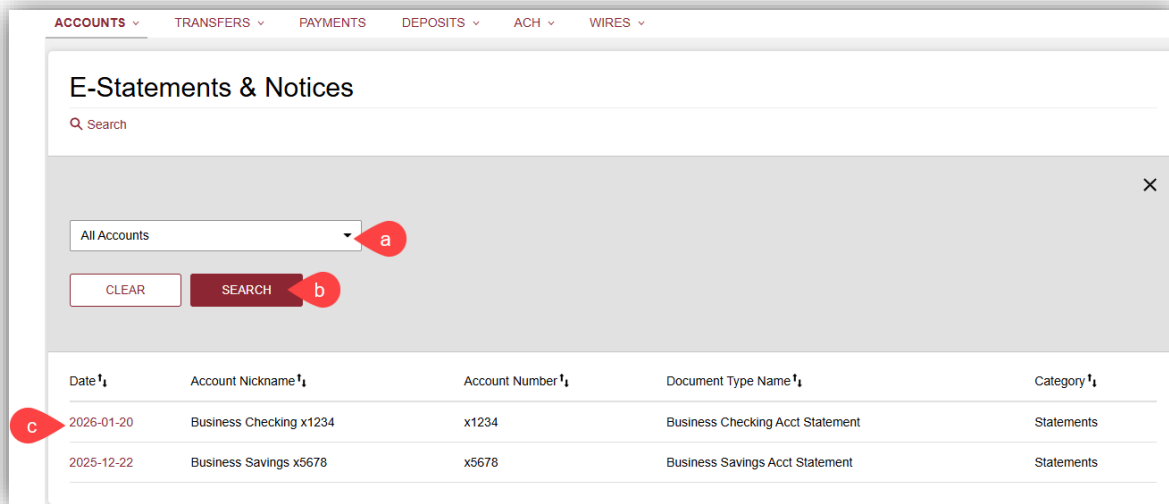


The screenshot shows the 'BUSINESS CHECKING' account history view. At the top, there is a navigation bar with tabs: ACCOUNTS, TRANSFERS, PAYMENTS, DEPOSITS, ACH, and WIRES. Below this, the 'BUSINESS CHECKING' section is highlighted. A dropdown menu is set to 'x1234'. Below this, there are two balance boxes: 'Available Balance' showing '\$15,000.00' and 'Current Balance' showing '\$13,750.00'. Below the balance boxes, there is a 'Transactions' section with a search bar and a 'Download' button. Below the search bar, there is a table with the following columns: Date, Description, Type, Amount, and Balance. The table contains two rows of data:

Date	Description	Type	Amount	Balance
Pending				
> 01/19/2026	Payment (Pending)	Payment	\$500.00	
> 01/18/2026	Payment (Pending)	Payment	\$750.00	

3. E-Statements & Notices Search

- Select the “All Accounts” drop-down, then select the desired account.
- Select the “Search” button.
- Select the “Date” link to access the document in PDF format.



E-Statements & Notices

Search

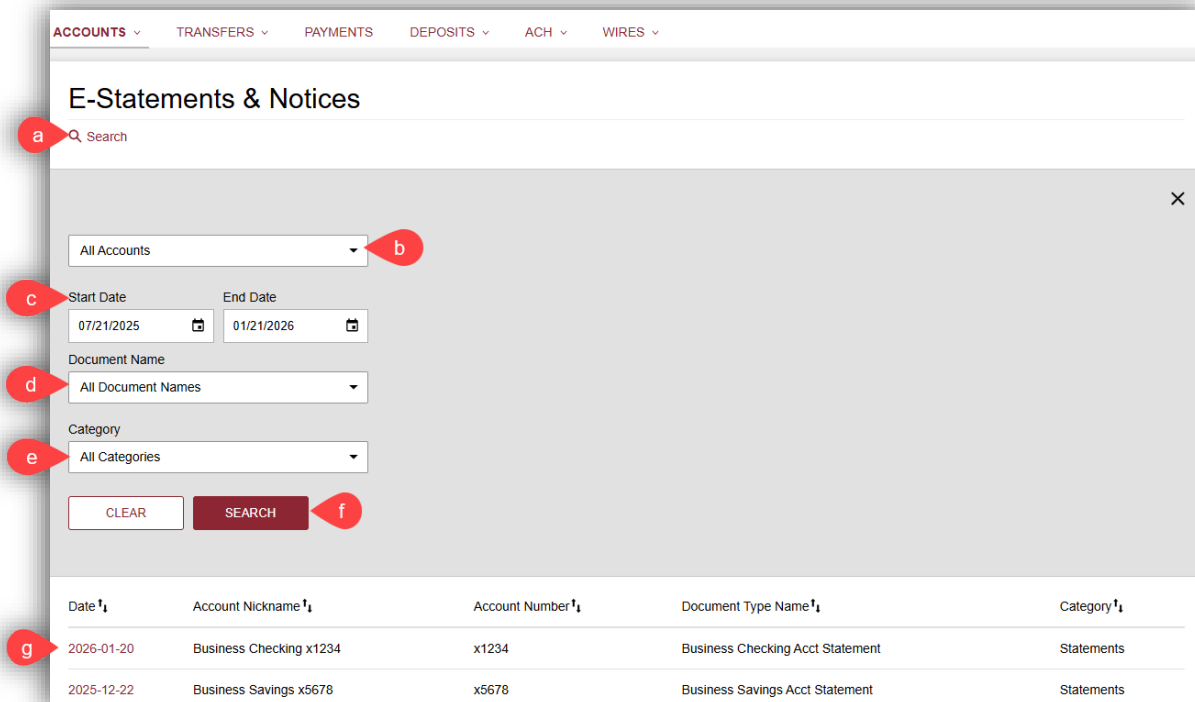
All Accounts

CLEAR SEARCH

Date	Account Nickname	Account Number	Document Type Name	Category
2026-01-20	Business Checking x1234	x1234	Business Checking Acct Statement	Statements
2025-12-22	Business Savings x5678	x5678	Business Savings Acct Statement	Statements

4. E-Statements & Notices Search Link

- Select the “Search” link in the upper left corner.
- Select the “All Accounts” drop-down, then select the desired account.
- Enter the dates in the “Start Date” and “End Date” fields.
- Select the document type from the “Document Type Name” dropdown.
- Select the category from the “Category” field.
- Select the “Search” button.
- Select the “Date” link to access the document in PDF format.



E-Statements & Notices

Search

All Accounts

Start Date End Date

07/21/2025 01/21/2026

Document Name

All Document Names

Category

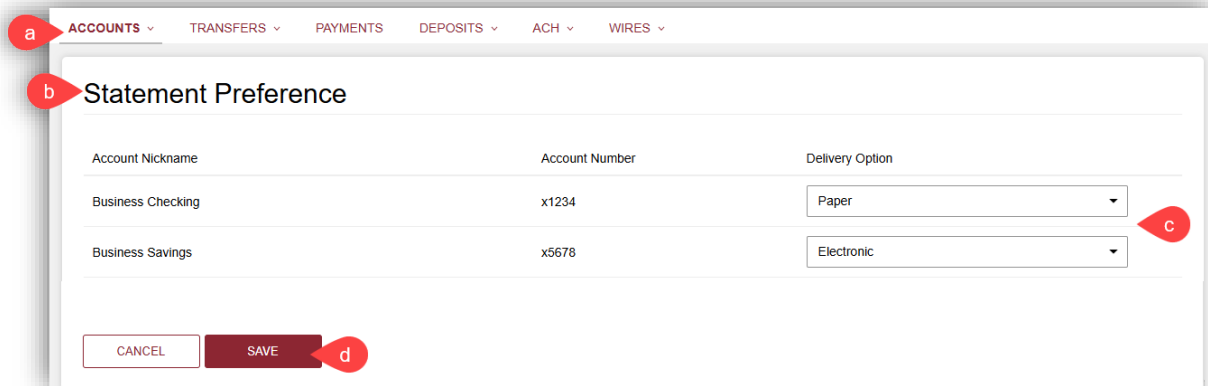
All Categories

CLEAR SEARCH

Date	Account Nickname	Account Number	Document Type Name	Category
2026-01-20	Business Checking x1234	x1234	Business Checking Acct Statement	Statements
2025-12-22	Business Savings x5678	x5678	Business Savings Acct Statement	Statements

5. Setting ePreferences for Statements

- Select the “Accounts” tab, then select “Statement Preferences”.
- Identify the appropriate account, then select the “Delivery Option” dropdown.
- Select the desired delivery option from the list.
- Select the “Save” button.

The screenshot shows the BAC Community Bank digital banking interface. At the top, there is a navigation bar with tabs: ACCOUNTS, TRANSFERS, PAYMENTS, DEPOSITS, ACH, and WIRES. The 'ACCOUNTS' tab is selected. Below the navigation bar, the 'Statement Preference' form is displayed. The form has a table with two rows of account information. The first row is for 'Business Checking' with account number 'x1234' and a 'Delivery Option' dropdown set to 'Paper'. The second row is for 'Business Savings' with account number 'x5678' and a 'Delivery Option' dropdown set to 'Electronic'. At the bottom of the form, there are two buttons: 'CANCEL' and 'SAVE'. Red callout letters 'a' through 'd' are placed over the interface to indicate the steps: 'a' points to the ACCOUNTS tab, 'b' points to the Statement Preference title, 'c' points to the Delivery Option dropdown for the Business Savings account, and 'd' points to the SAVE button.