

# HOW TO SIGN UP FOR eSTATEMENTS

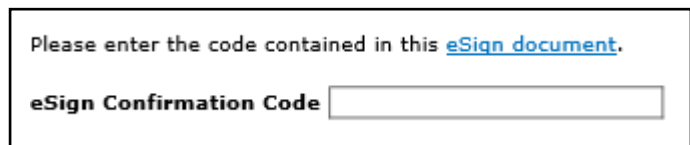
There are two ways to sign up for eStatements. Customers who use Greenfield Savings Bank's Online Banking can enroll after logging in and will enjoy easy access to their eStatements thereafter. Customers who do not currently bank online can sign up using the eStatements web portal.

## 1. FOR ONLINE BANKING USERS

Using your computer, log in to **Online Banking** at [www.greenfieldsavings.com](http://www.greenfieldsavings.com) with your current Username and Password.

1. Go to the **Profile** link in the upper right-hand corner of the screen, and select the **Manage Statements** tab.

2. The **eStatements Enrollment** screen appears. At the bottom left-hand corner, click the **eSign Document link** to reveal an **eSign Confirmation Code**.

A screenshot of a web form. At the top, it says "Please enter the code contained in this [eSign document](#)." Below that is a label "eSign Confirmation Code" followed by a rectangular input box.

*Screenshot of the link to the code at the bottom left-hand corner of the screen.*

3. Enter the eSign Confirmation Code in the box, then click the **"I Agree"** button.

4. Select which account(s) should be enrolled in eStatements, and click **Next**.

5. Review the confirmation screen and your user information. Then click **Enroll**.

6. You're all set! You'll receive an email at the address designated during the enrollment process when your first eStatement(s) are ready to view.

## SEE LAST PAGE FOR POST-ENROLLMENT LOG-IN INSTRUCTIONS

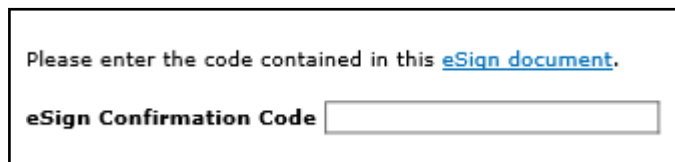
## 2. FOR NON-ONLINE BANKING USERS

1. Using your computer, navigate to [www.greenfieldsavings.com](http://www.greenfieldsavings.com) and click the **eStatement Portal** button on the home page.



*Screenshot of the eStatement portal link at the upper-right of the Greenfield Savings Bank home page.*

2. Click the **Sign Up for eStatements** link.
3. The **eStatements Enrollment** screen appears. At the bottom left-hand corner, click the **eSign Document link** to reveal an **eSign Confirmation Code**.



*Screenshot of the link to the code at the bottom left-hand corner of the screen.*

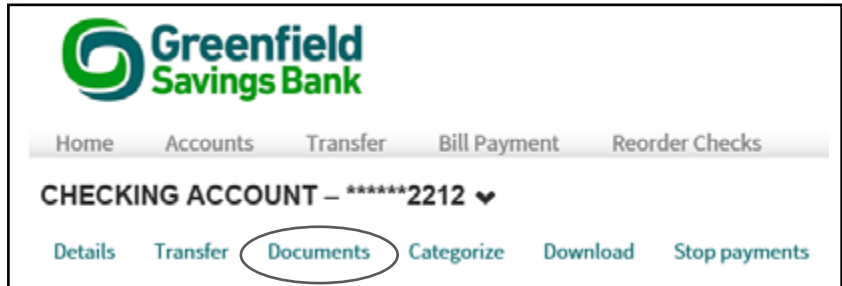
4. Enter the eSign Confirmation Code in the box, then click the **“I Agree”** button.
5. Select which account(s) should be enrolled in eStatements, and click **Next**.
6. Create a **User Name** and **Password**, and confirm the **email address** to be used to access your eStatements.
7. Review the confirmation screen and your user information. Then click **Enroll**.
8. Immediately **sign in** to your eStatements using the User Name and Password that was just created.
9. You'll be prompted to **create five security questions and answers** that will be used any time you need to request a password reset. Click **Submit**.
10. You're all set! You'll receive an email at the address designated during the enrollment process when your first eStatement(s) are ready to view.

SEE LAST PAGE FOR POST-ENROLLMENT  
LOG-IN INSTRUCTIONS

# HOW TO LOG IN TO VIEW YOUR eSTATEMENTS

## ONLINE BANKING USERS

1. Log in to **Online Banking** at [www.greenfieldsavings.com](http://www.greenfieldsavings.com).
2. **Select an account** that uses eStatements from the drop-down menu on the Home Page.
3. Click the **Documents** link from the secondary menu.
4. The eStatement portal will open, and you can view or download all available eStatements.



*Screenshot of the link to the Documents option on the secondary drop down menu.*

## eSTATEMENTS WEB PORTAL USERS

1. Go to [www.greenfieldsavings.com](http://www.greenfieldsavings.com) and select the **eStatement Portal** button.
2. Log in using the **User Name** and **Password** created during the enrollment process.
3. The eStatement portal will open, and you can view or download all available eStatements.