BASIC BUSINESS ONLINE BANKING eStatement Enrollment

<u>Video tutorials</u> for Business Online Banking are available on our website. Please visit <u>northshorebank.com</u> and navigate to Business > Business Online Services > Business Online Banking for more information and to view a demo.

Login Instructions

- 1. Visit northshorebank.com.
- 2. On the left side of the page, select **Business**.
- 3. Enter your Access ID (username).
- 4. Enter your password or OTP/PIN and select LOG IN.

🔀 NORTH SHORE BANK				
LOGIN+	PERSONAL-	BUSINESS		
PERSONA	L BUSINESS	OTHER		
Access ID				
	LOG IN			

Navigation

1. From home screen, click Accounts.

NORTH SHORE BANK
Home Accounts Payments & Transfers Checks & Deposits

2. Click the nickname of the account that you'd like to enroll in eStatements.

Accounts	
Biz CHECKING	Available Balance
#####7355	\$159.14

3. Select EStatements.



4. Accept the Electronic Delivery of Statements, Notices and Disclosures Agreement by entering the Confirmation Code that is contained in the electronic statement hyperlink. Then click I Agree.





5. To select the account(s) for which you wish to receive eStatements, click each radio button and then select **Next**.

Account Type		Account Number	e-Statement	Paper Statement
Checking		*****7355	۲	0
PREVIOUS	NEXT			

6. Verify the account(s) that you wish to receive eStatements and click on Enroll.

Verify your statement delivery options. Click Previous to return to the Delivery Options page to make changes.					
Account Type	Account Number	e-Statement	Paper Statement		
Checking	*****7355	۲	0		
PREVIOUS ENROLL					

7. eStatements are now available for viewing and download.

Statements Statements are viewed in Adobe Acrobat Reader. Click the icon to download Adobe	Acrobat Re	eader.
Checking	^	
Checking - *****7355 View Statement View History		
Documents	^	
Account Balancing & Error Reporting Help Consumer Notice of Change July 2020		
Set Adobe Acrobat Reader		

If you need additional assistance, please contact Treasury Solutions Support at 800-270-7956 or <u>TreasurySolutions@northshorebank.com</u>.