

WILSON Bank & Trust

Enrolling in E-Statements for Business Accounts

1. Log in to Business
2. Click the 'E-Statements' tab
3. Click 'Sign Up/Changes' Tab
4. Check the box next to Enroll All or next to the specific accounts to enroll and Save Settings
5. Agree to the Terms and Conditions
6. Click on the 'Email Settings' tab and enter/confirm the email address the statement notification will go to
7. Enter a security word/phrase
8. If additional recipients need to receive statements, click on the 'Additional Recipients' tab and complete the required information.

Step 1—Visit www.wilsonbank.com and login to your account

Step 2—Click the E-Statements tab located here

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CONNECT | Bill Pay | Cash Manager | **E-Statements** | Dashboard | Open An Account | Options

eStatements/Notices | **Sign Up/Changes** | Email Settings | Additional Recipients | Disclosures

Sign Up/Changes

Instructions: Below is a list of accounts and document types that are available for enrollment in electronic delivery. You may place a check next to any document you wish to enroll or place a check next to any account(s) in which you wish to enroll all documents. If you uncheck any document or account, you will be unenrolled in electronic delivery for those applicable documents and/or accounts. No selections will be saved until you select the "Save Settings" button.

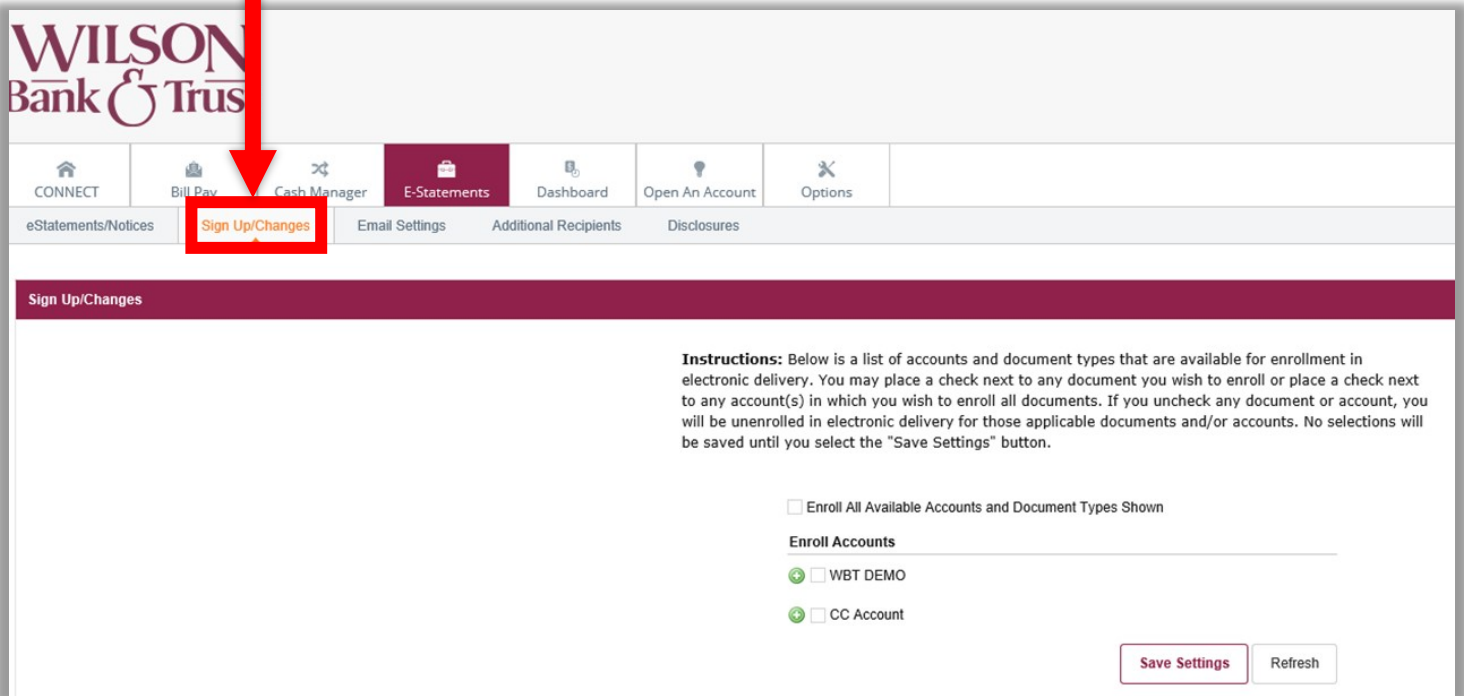
Enroll All Available Accounts and Document Types Shown

Enroll Accounts

WBT DEMO

CC Account

Step 3—Click the “Sign Up/Changes” tab



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CONNECT Bill Pay Cash Manager **E-Statements** Dashboard Open An Account Options

eStatements/Notices **Sign Up/Changes** Email Settings Additional Recipients Disclosures

Sign Up/Changes

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Enroll All Available Accounts and Document Types Shown

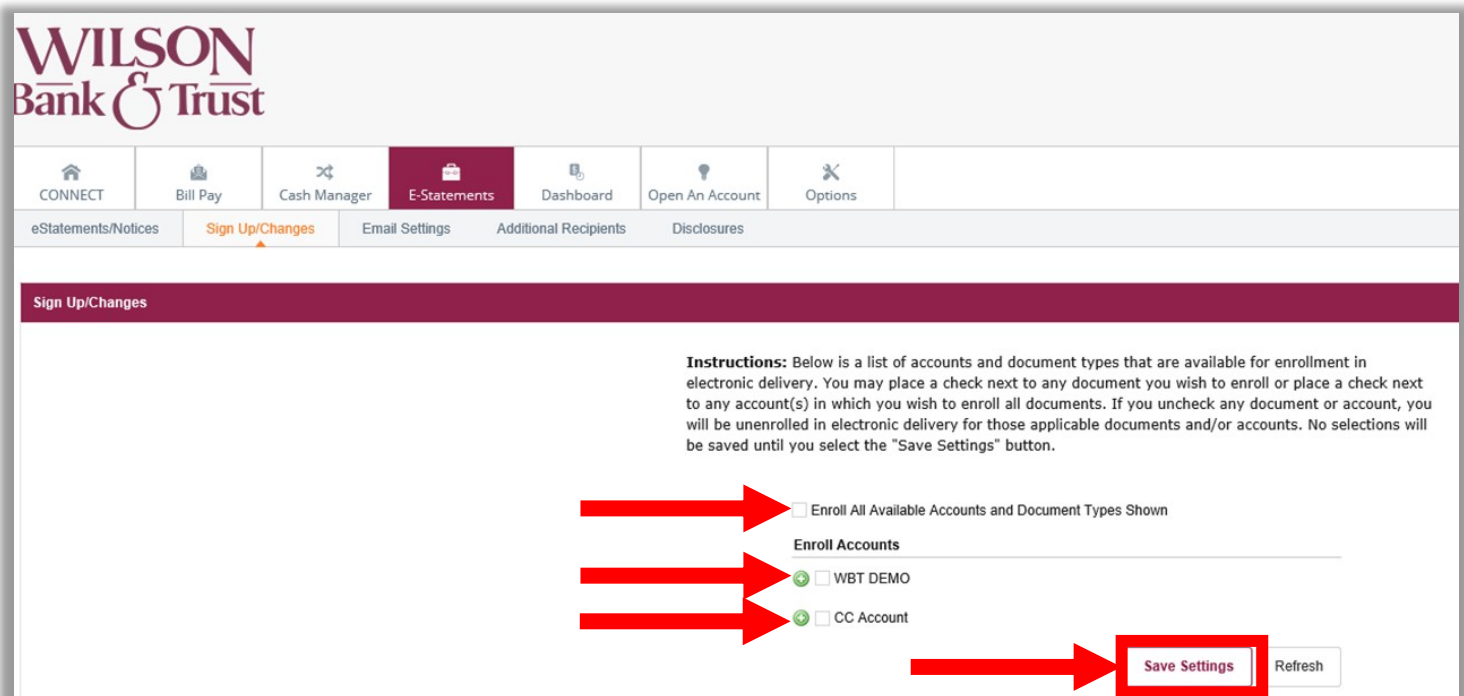
Enroll Accounts

WBT DEMO

CC Account

Save Settings Refresh

Step 4—Check the box next to “Enroll All” or next to the specific accounts to enroll, then “save” settings



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eStatements/Notices **Sign Up/Changes** Email Settings Additional Recipients Disclosures

Sign Up/Changes

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Enroll All Available Accounts and Document Types Shown

Enroll Accounts

WBT DEMO

CC Account

Save Settings Refresh

Step 5—Agree to the terms and conditions

Step 6—Click on the “email settings” tab and enter/confirm the email address the statement notification will go to

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CONNECT Bill Pay Cash Manager **Statements** Dashboard Open An Account Options

eStatements/Notices Sign Up/Changes **Email Settings** Additional Recipients Disclosures

Email Settings

All documents will be sent to the following email address:

All authentic emails will contain the following security phrase:

The security phrase is intended to assure our customers that any emailed statements or notices have indeed originated from our financial institution. If the security phrase does not appear within any email related to a statement or notice reported as coming from our financial institution, do not submit any sensitive information such as User Id or Password. Please report any suspicious emails to our Customer Support Center as soon as possible. These measures are being taken to protect our customers from a fraudulent Internet scamming method known as 'Phishing'. Phishing describes the act of sending an email to a user falsely claiming to be a legitimate enterprise in hopes of scamming the user into surrendering sensitive information that will be used for identity theft.

[Save Settings](#)

Step 7—Enter a security word/phrase

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CONNECT Bill Pay Cash Manager **E-Statements** Dashboard Open An Account Options

eStatements/Notices Sign Up/Changes **Email Settings** Additional Recipients Disclosures

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[Save Settings](#)

Step 8—If additional recipients need to receive statements, click on "Additional Recipients" tab and complete the required information.

The screenshot shows the Wilson Bank & Trust website interface. At the top left is the logo "WILSON Bank & Trust". Below the logo is a navigation bar with several tabs: CONNECT, Bill Pay, Cash Manager, E-Statements, Additional Recipients, Dashboard, Open An Account, and Options. The "Additional Recipients" tab is highlighted with a red box and a red arrow pointing to it from the instruction box above. Below the navigation bar is a secondary menu with links: eStatements/Notices, Sign Up/Changes, Email Settings, Additional Recipients (highlighted with a red box and a red arrow pointing to it), and Disclosures. The main content area has a dark red header with the text "Additional Recipients". Below this header is a form with three input fields: "Username", "Email Address", and "Access PIN". A red arrow points to the "Username" field. To the right of the "Access PIN" field are "Save" and "Cancel" buttons. Below the form is a button labeled "Add Additional Recipients".