

Electronic Statements & Notices

New NetTeller Clients:

Blackhawk Bank will enroll you when you provide your email address at sign up. You will receive an email from the bank notifying you that you are enrolled. Then:

- ▶ Log into NetTeller and follow the steps to complete the Enrollment Verification so that your Statements/Notices can begin. Your account must complete a full statement cycle before your statement will be available to view.

Enrollment Verification

You were recently enrolled in electronic document delivery by your financial institution. Please verify your enrollment by completing the following actions.

1. Enter the enrollment passcode in the field below. To see the passcode, [click here](#).

Please enter the enrollment passcode

Can't view documents in PDF format?
[Click here](#) to download a free edition of Adobe Reader.

2. Review the disclosure and select 'I Accept' if you agree to the terms, or 'I Decline' if you do not agree to the terms.

-OR-

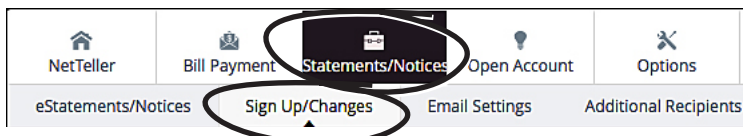
Select 'Proceed with Login' if you DO NOT wish to confirm electronic document delivery at this time.

- ▶ Make sure you click either 'I Accept' or 'I Decline' so that the process may move forward. If you do not click either of these choices, this screen will appear at NetTeller Login until you make a choice. (Note: if you have an Easy Money Checking account, enrolling for eStatements is a requirement to receive the stated interest and ATM fee refunds).



For clients who use NetTeller Online Banking but NEVER had eStatements, follow the instructions below to enroll for eStatements/eNotices. Please call Client Services at 608.364.8924 or Toll-free 866.771.8924 if you have any questions.

- ▶ Select the Statements/Notices tab on the top of the page



- ▶ Click on 'Sign Up/Changes' and follow the instructions.

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 print to any account(s) in which you wish to enroll all documents. If you uncheck any document, it will be unenrolled in electronic delivery for those applicable documents and/or accounts. Your selections will be saved until you select the "Save Settings" button.

- ▶ Choose the accounts you want to enroll

Enroll All Available Accounts and Document Types Shown

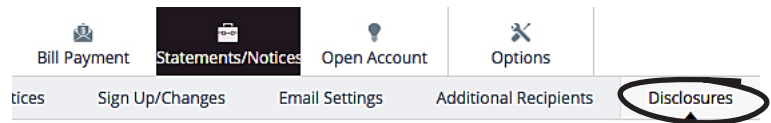
Enroll Accounts

- CHECKING 0001
- MMA 0002
- HSA 0003
- NEW B CK 0002
- FNMA A A 0001



- ▶ Click **Save Settings** when you are finished selecting the accounts you want to enroll for Statements/Notices.

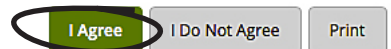
- ▶ Read the **Electronic Banking Account Statement Disclosure & Agreement** and click 'I Agree'.



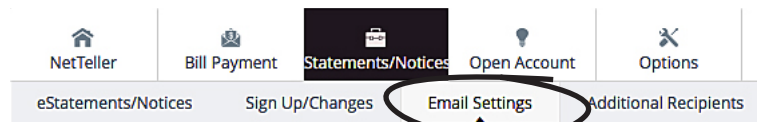
Blackhawk Bank Electronic Banking Account Statement Disclosure and Agreement

This Electronic Banking Account Statement Disclosure and Agreement "Agreement" is made between you and Blackhawk Bank and provides your request and consent to receive statements, notices, disclosures, and documents for your Blackhawk Bank account(s) by electronic delivery. These electronic statements, notices, and documents are called "eStatements". This Agreement is in addition to the terms and conditions described in the Blackhawk Bank Online Banking Agreement and Disclosure, the Electronic Funds Transfer Disclosure and corresponding Fee Schedule.

By clicking on "I Agree" below, you agree that we may provide you with your periodic banking statements by electronic delivery, but not limited to our Electronic Statements, amendments, notices, notices.



- ▶ Make sure your email address is correct and enter a security phrase so you'll recognize the email with your statement is genuine (examples shown below).



All documents will be sent to the following email address:

myemailaddress@gmail.com

All authentic emails will contain the following security phrase:

My fabulous eStatement from Blackhawk Bank

The security phrase is intended to assure our customers that any emailed statements or notices originated from our financial institution. If the security phrase does not appear within any 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 team as soon as possible. These measures are being taken to protect our customers from a fraudulent Internet method known as 'Phishing'. Phishing describes the act of sending an email to a user from a legitimate enterprise in hopes of scamming the user into surrendering sensitive information or identity theft.

- ▶ Click **Save Settings** when you are finished.

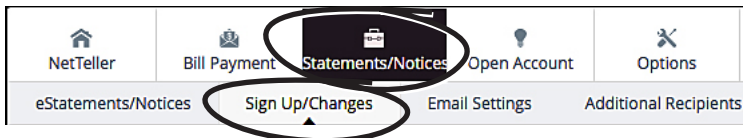
Save Settings

Electronic Statements & Notices continued

We can help you get ready for tax time!

Access your 1099 Interest Income and/or your 1098 Mortgage Interest Statements right here in NetTeller.

Click on **Statements/Notices**, then on **Sign Up/Changes** to start the process.



Below is an example list of accounts that you may have.

Enroll All Available Accounts and Document Types Shown

Enroll Accounts

- CHECKING 0001
- MMA 0002
- HSA 0003
- NEW B CK 0002
- FNMA A A 0001

Click on the plus sign next to the account you wish to sign up for and check the 1099/1098 choice (see the examples below).

TOT FREE 0001

Enroll Available Document Types

- Deposit Account Statement
- NSF Notice
- Wire Transfer Notice
- NSF Notice
- Courtesy Pay NSF Notice
- ACH Return Item Notice
- 1099-INT Tax Form
- Opt-In Confirmation Notice
- Telephone/In-Person Transfer Notice

FNMA A A 0001

Enroll Available Document Types

- Wire Transfer Notice
- 1098 Mortgage Interest Statement
- Mortgage Billing Statement

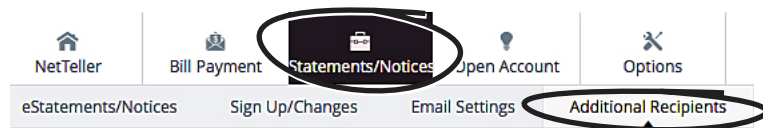
No selections will be saved until you select the **Save Settings** button.



Please Note:

- If you wish to change or add accounts, just follow the **Sign Up/Changes** instructions.
- If you uncheck any account, you will be unenrolled in electronic delivery for those accounts
- You may change the accounts and the notices you get at any time.

Additional Recipients can be added; after doing so, click **Assign Documents** and follow the instructions.



To complete the set-up of your additional recipient, select "Assign Documents" below and follow the

Username Email Address Access PIN

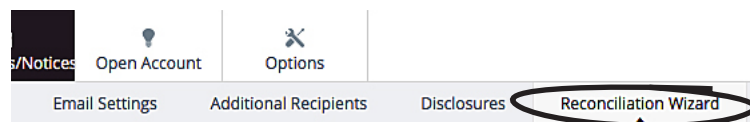


Go to **Disclosures**, scroll to read everything and click **Print** at the end if you would like a printed copy for your files.

BALANCING YOUR ACCOUNT WITH RECONCILIATION WIZARD

Balancing your checking account has never been easier or faster. Enter the numbers, follow the next steps and let the **Reconciliation Wizard** do the math.

Start with your balance, add deposits, then your outstanding checks, and it will balance your account for you!



Enter balance from the latest statement: \$



Thank you for choosing

