STATEMENTS

Treasury Internet Banking provides convenient online access to your account statements, helping you to reduce the risk of fraud by eliminating paper statements in the mail and avoiding storage costs. This service provides access to historical statements, allowing you to "go green" and avoid paper clutter.

Export Profiles
Export History
Statements Transaction Search

NAVIGATION

Navigate to the *Accounts* menu to select *Statements* from the *Account* & *Research Tools* section.

STATEMENTS			
Account *	********0 - ABC Compan	y Depository 🔻	
Statement Type *	Account Statements	•	
Date Range	Most Recent	O Dates	O All
			View Statement

STEP 1: STATEMENT OPTIONS

On the Statements screen,

- 1. Select the desired *Account* from the dropdown list.
- 2. Select the *Statement Type* from the next dropdown list.
- 3. Select the *Date Range* from the three convenient options:
 - a. *Most Recent* displays the last statement generated.
 - Dates displays statements available within a specified time period. The date range may be up to 36 months at a time.
 - c. *All* displays all available statements.
- 4. Click the *View Statement* button.

TREASURY INTERNET BANKING

QUICK REFERENCE GUIDE

AVAILABLE STATEMENTS	0 Q
Statement for ********0	Action
Statement Ending On Friday June 28, 2024	View
Statement Ending On Friday May 31, 2024	View
Statement Ending On Tuesday April 30, 2024	View



STEP 2: SELECT STATEMENT

The system displays a list of statements matching the criteria entered.

Click the *View* button in the *Action* column to view the desired statement.

The statement displays as a PDF document in a new browser window. The PDF format provides the flexibility to view, print, or archive the statement on your local drive or network.

DASHBOARD ACCESS

You may also configure the *Statements* widget on your *Dashboard* for easier access to your statements.

For information on how to modify the Dashboard widgets, please refer to the Dashboard Quick Reference Guide.