eCommunication Set Up Instructions

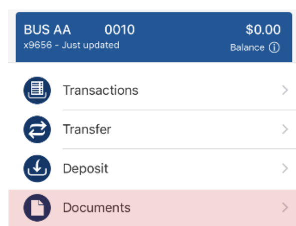
In order to set up any eCommunication for your account(s) you will need to log-in to your online banking account or mobile app.

Adjusting eCommunication Settings within Online Banking:

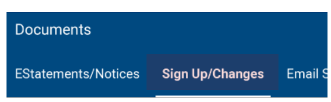
- Click on the “eStatements” tab in the grey bar at the top of the page once logged into your online banking account. (First time users will need to complete the enrollment for eStatement/eNotices prior to accessing Sign Up/Changes)

- Then click on “Sign Up/Changes”.
  - Check the Account(s) you would like to enroll in eCommunication, click “Save Settings”.
    - Click the Plus Sign next to an Account to view all applicable Documents for that Account.
    - To choose All Available Accounts and Documents, check Enroll All Available Accounts and Document Types Shown
- Review the eCommunication Service Addendum, click “I Agree”.
- After agreeing, your account(s) will appear and there will be a check box next to each account. Make sure your changes are displayed correctly before leaving this page.

Adjusting eCommunication Settings within the Mobile App:



- Login to the River Valley Bank Mobile App and select any account.
- Then click on “Documents”. (First time users will need to complete the enrollment page for eStatement/eNotices prior to accessing Documents)
- Click Sign Up Changes (Review the additional detail found there)



  - Check the Account(s) you would like to enroll in eCommunication, click “Save Settings”.
    - Click the Arrow “>” next to an Account to view all applicable Documents for that Account.
    - To choose All Available Accounts and Documents, check Enroll All Available Accounts and Document Types Shown
- Review the eCommunication Service Addendum, click “I Agree”.
- Your changes will be saved, you can return to the dashboard.