



# eDocument User Guide

## For first-time users

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### Enroll and sign in to online banking.

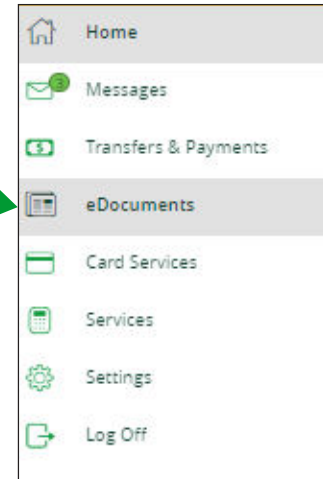
- Sign up for online banking at [RCBbank.bank](http://RCBbank.bank).
- Click **eDocuments** in navigation tab.



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Or

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### Complete the enrollment section.

- Click **Details** to select which accounts and documents you would like to receive electronically. Default is all documents.
- An **email address** is required and defaults to the address listed in your online banking. Changing your email address here will update the email address listed in online banking.
- Read the **disclosure**. Scroll down to the bottom and click the checkbox next to **I agree to the listed terms**.
- Click **Enroll Now** to complete enrollment in eDocuments. You will receive an email to verify that your email is correct. Notify RCB Bank if you do not receive the confirmation email within one hour.

#### E-Statements

[eStatements/Notice](#) [Sign Up/Changes](#) [Email Settings](#) [Additional Recipients](#) [Disclosure](#)

**Enrollment**

You may choose to receive your statements and other documents for your account(s) delivered via email and made available online through this site.

- Account(s) and Document Enrollment**  
All available documents for all active accounts: [Details](#)
- Please review the following email address. If not correct, please update it in the space shown.**
- Please read the disclosure below. You must scroll to the bottom of the disclosure before agreeing to the terms.**  

**ELECTRONIC STATEMENTS (E-STATEMENTS), E-STATEMENT NOTICES & DOCUMENTS AGREEMENT**

This following establishes the rules that cover your enrollment and participation in electronic statements ("eStatements") and notices through RCB Bank's eDocuments system. Please read it carefully.

**RECEIVING DISCLOSURES ELECTRONICALLY**

I agree to the listed terms.

[Enroll Now](#)



Process is complete. To **Add Additional Recipients** or to **Add Additional eDocuments** see our user guides online at [RCBbank.bank/eDocuments](http://RCBbank.bank/eDocuments).

**\*Note: Utilize the latest version of Adobe to open and access your eDocuments.**

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## Get in touch. 855.226.5722 | [RCBbank.bank](http://RCBbank.bank)