Electronic Statements Guide

The following guide was developed to assist you in subscribing to electronic statements and navigating the Statements feature within digital banking. For more information, please see our FAQ and Fee Schedule.

Subscribe to electronic statement delivery for New Members:

1. Login to online banking.
2. Navigate and select "More" from the left side dashboard menu.
3. Click the "Statements" feature.
4. Click "Subscribe".

Subscribe to electronic statement delivery for Existing Members:

1. Login to online banking.
2. Navigate and select "More" from the left side dashboard menu.
3. Click "Widget Options" and scroll down to the available section.
4. Click "Add" to activate the "Statements" feature.
5. Locate the Statements feature under "More" and click "Subscribe".

Add the Statements feature to your online banking dashboard:

1. Login to online banking.
2. Navigate to and select "More" from the left side dashboard menu.
3. Click "Widget Options" and click "Add" to activate.
4. Click "⭐" icon to add up to five favorite features that will display on your main dashboard.

Access Statements, Notices and Tax Forms in Mobile Banking:

1. Login to the First Tech app.
2. Click "More" on the bottom right corner.
3. Click "Statements" to view Statements, Notices and Tax Forms.

Unsubscribe to electronic statement delivery in Digital Banking:

Online banking (desktop)
1. Login to online banking.
2. Locate and Click the "Statements" widget.
3. Click on "Unsubscribe".

First Tech app
1. Login to the First Tech app.
2. Locate and click on the "Statements" feature.
3. Click "Settings" in the top right corner.
4. Click on "Unsubscribe" in the top right corner.