Invested in *You.*
Washington State Bank

eStatement Enrollment

1. Log in to Online Banking

Go to www.washsb.com and log in to Online Banking in the upper right hand corner.

Online Banking | User ID | Login
Sign Up For Online Banking Here

2. eStatements Tab

Once logged in to Online Banking, click on the eStatements tab at the top of the screen.

Net Teller | Bill Pay | eStatements | Options
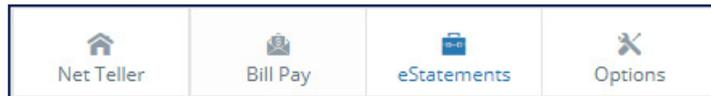
3. Account Enrollment

Select Sign Up/Changes once in the eStatements tab. By default, all documents are selected for all accounts. If you would like to choose which documents you want electronically, remove the checks next to the document you do not want electronically.

Net Teller | Bill Pay | eStatements | Options
eStatements/Notices | Sign Up/Changes | Email Settings | Additional Recipients | Disclosures | Reconciliation Wizard

Enroll All Available Accounts and Document Types Shown
Enroll Accounts
Savings
Checking

4. Enter Email Address and Security Phrase

If you already have an email address in Online Banking, it will fill automatically. If you do not have an email address in Online Banking or want to specify a different email address, you may enter it in this field. The phrase entered appears in your eStatement emails. The phrase is so you know the email is valid and secure.

Net Teller | Bill Pay | eStatements | Options
eStatements/Notices | Sign Up/Changes | Email Settings | Additional Recipients | Disclosures | Reconciliation Wizard

All documents will be sent to the following email address:

All authentic emails will contain the following security phrase:

WSB Statement

6. Enter Passcode

Select the *click here* link. This will open a PDF containing a passcode you need to enter in the field. The passcode is case sensitive. To view, you must have Adobe 6.0 or higher.

7. Accept Terms and Conditions

Scroll to the bottom of the Terms and Conditions window and check the box agreeing to the terms. Then click *Enroll Now*.

8. Confirm Enrollment.

After enrolling in eStatements, you will see a confirmation box on your screen saying your information has been updated. An enrollment confirmation email will be sent to the email address entered during enrollment. If you do NOT receive this enrollment confirmation within 1 hour, please contact us immediately at (800) 714-2287.