

# XCEL Federal Credit Union

Did you know XCEL members can easily access your statements online by logging on to Online banking and using our mobile app?

Go Paperless with eStatements! To sign-up for eStatements just follow these easy steps to get started today!



## REGISTERING FOR E-STATEMENTS STEP BY STEP GUIDE

### Step 1

**You must be registered for online banking in order to register for eStatements. To register for eStatements, access your online banking account. On the Account Summary screen, click on "eNotifications"**

The screenshot shows the 'Account Summary' page of the XCEL Federal Credit Union online banking interface. A red arrow points to the 'eNotifications' link in the top navigation bar. Below the navigation bar, there is a table of deposit accounts with columns for Account, Type, Balance, and Available Balance. The table lists several accounts including Regular Savings, KASASA CASH, Additional Savings, Money Market Account, CHECKING - 00, and IRA SAVINGS. At the bottom of the page, there is a footer with 'Privacy Policy | Terms of Use' and the NCUA logo.

Account	Type	Balance	Available Balance
Savings (1)	REGULAR SAVINGS	\$7.00	\$2.00
Checking (1)	KASASA CASH	\$0.00	\$0.00
Savings (1)	ADDITIONAL SAVINGS	\$6.00	\$6.00
Checking (1)	MONEY MARKET ACCOUNT	\$4.00	(\$196.00)
Checking (1)	CHECKING - 00	\$3.00	\$3.00
Savings (1)	IRA SAVINGS	\$0.00	\$0.00
Total		\$20.00	(\$196.00)

\*\*\*When registering for eStatements you are automatically enrolled in eNotices and eTax services\*\*\*

## Step 2

On the next screen, input your Email Address and review (or print) the Agreement to Electronic Document Delivery, then click on "Accept" (if you decline, you will not be able to proceed with the eNotification setup)

Email Address:  
Test@gmail.com

By clicking the "Accept" button I agree to all the terms and conditions described below. If you are not able to view the agreement below, please download Adobe Acrobat.

[Download Adobe Here](#)

  
**Agreement to Electronic Document Delivery**  
Please print a copy for your records

**Electronic Delivery Terms**  
By clicking the acknowledge box, you agree to accept delivery of your deposit account & loan documents electronically by XCEL Federal Credit Union. The following terms and conditions apply to our electronic delivery and your receipt of deposit account and loan documents:

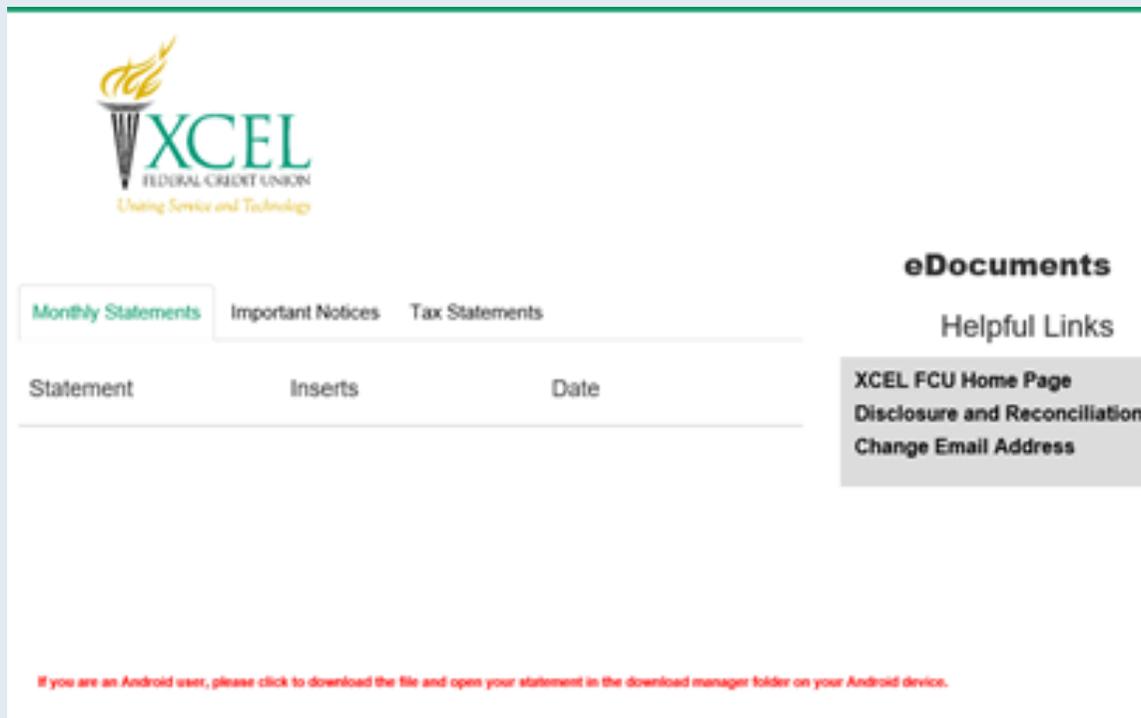
**Deposit Account & Loan Documents**  
Your electronically delivered deposit account & loan documents will include:

Membership Account Agreement	Electronic Funds Transfer Agreement	Privacy Notice
Funds Availability Policy	Fee Schedule	Periodic Statements
Account & Loan Notices	Annual Tax forms (excluding IRA tax forms)	Change-in-Terms Notices

**Accessing Documents**  
Prior to obtaining products or servicing electronically, please review and save or print a copy of this consent for your records. The Deposit Account & Loan Documents will be available through Online/Mobile Banking via the Internet. An electronic mail (e-mail) notification will be

## Step 3

The next screen will be the eDocuments screen. eStatements prior to the eNotification sign up date will not be available via electronic access. Your first available eStatement will be posted after the end of the month.



The screenshot displays the XCEL Federal Credit Union eDocuments interface. At the top left is the XCEL logo, featuring a torch and the text "XCEL FEDERAL CREDIT UNION" with the tagline "Using Service and Technology". Below the logo are three tabs: "Monthly Statements" (selected), "Important Notices", and "Tax Statements". Under the "Monthly Statements" tab, there is a table with columns for "Statement", "Inserts", and "Date". To the right of the table is a section titled "eDocuments" with a sub-section "Helpful Links" containing three links: "XCEL FCU Home Page", "Disclosure and Reconciliation", and "Change Email Address". At the bottom of the page, a red text note reads: "If you are an Android user, please click to download the file and open your statement in the download manager folder on your Android device."

Statement	Inserts	Date
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**eDocuments**

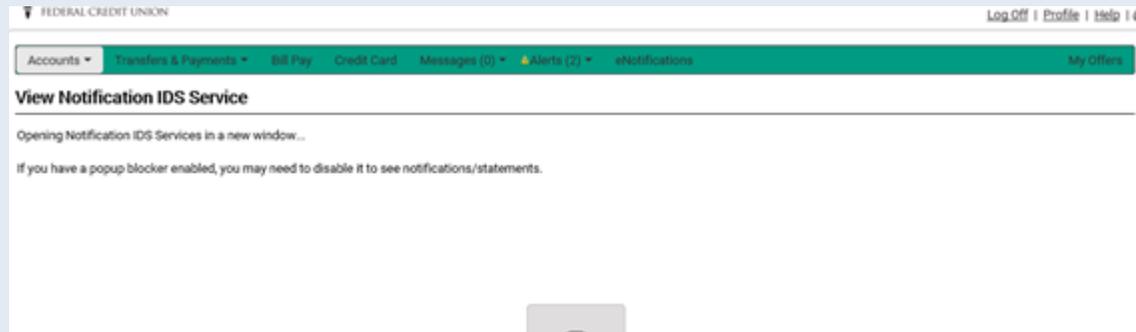
Helpful Links

- XCEL FCU Home Page
- Disclosure and Reconciliation
- Change Email Address

If you are an Android user, please click to download the file and open your statement in the download manager folder on your Android device.

## Step 4

**Some individuals may have an issue accessing their eStatements. When they click on "eNotifications", the following message appears and continually brings them back to the account summary page. This occurs when your Pop-up Blocker is enabled. Pop-up blocker must be disabled in order to access eNotifications.**



## **Step 5** **(additional steps to disable pop-up blocker)**

**Chrome (Windows)** - *Click the button at the top right and select 'Settings'. Click 'Privacy and security' on the left. Click the 'Site Settings' button in the center of the page. Select 'Pop-ups and redirects'. To disable the pop-up blocker toggle the bar from 'Blocked (recommended)' to 'Allowed'.*

**Firefox (Windows)** - *Click on 'Open Menu' button on the top right and select 'Options'. Click 'Privacy & Security' on the left. Scroll down and under 'Permissions' uncheck 'Block pop-up windows'.*

**Edge (Windows)** - *Click the More ... button on the upper-right side of the browser. Click Settings. Click "Privacy & Security" on the left side. Click the Block pop-ups switch to toggle it between Off and On. Note: Set this option to Off to disable the pop-up blocker or On to enable it.*

**Safari (MacOS)** - *"Preferences". Click on "Security" at the top of the window. Check the box "Block pop-up windows" to enable this feature. Uncheck it to disable it.*