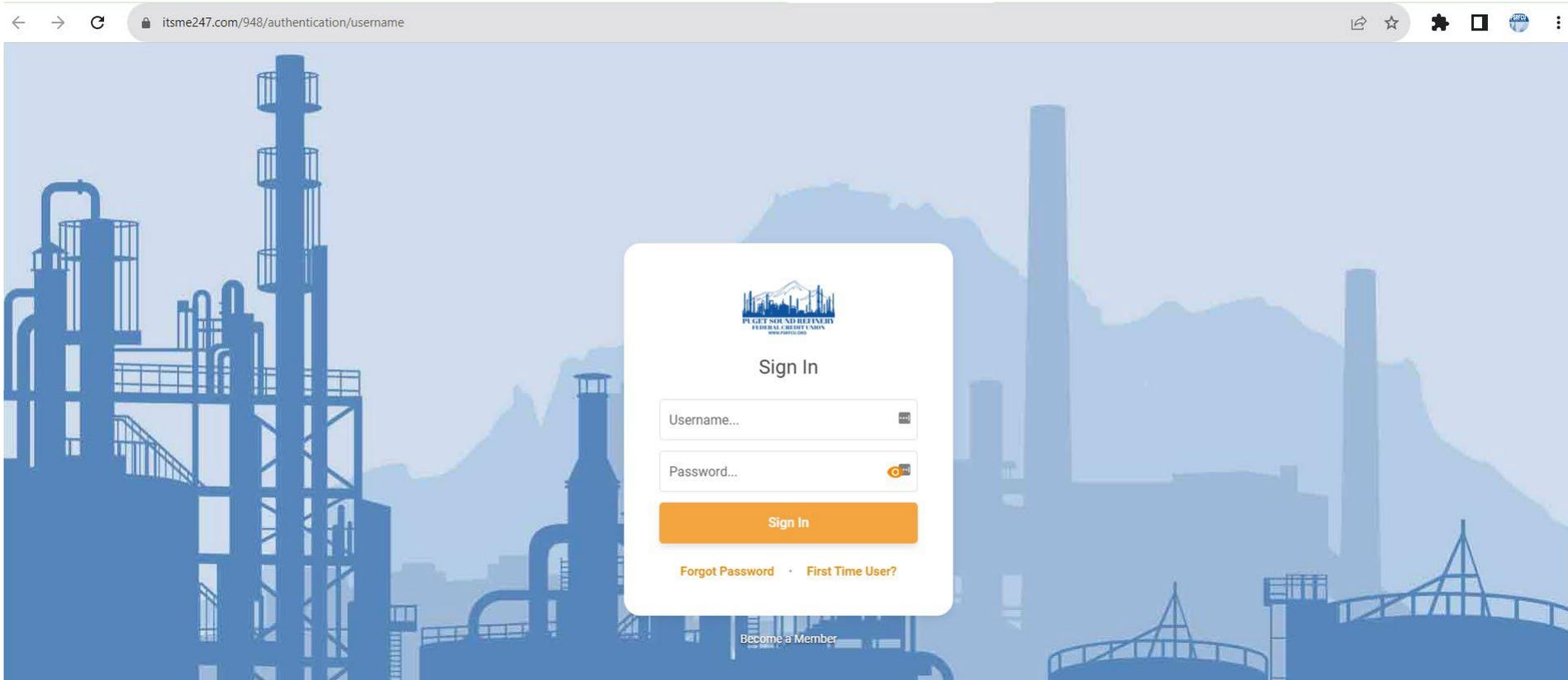


# PSRFCU e-Statement Guide

## STEP 1

Sign into your account



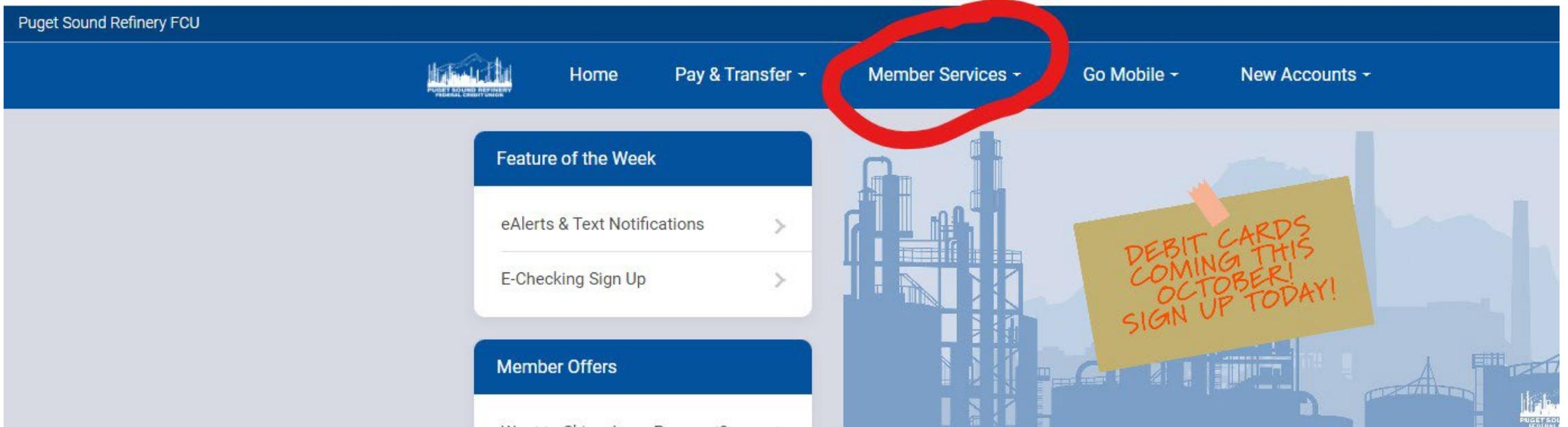
The screenshot displays a web browser window with the URL `itsme247.com/948/authentication/username`. The page features a blue-tinted background image of an industrial facility. In the center, there is a white login form with the following elements:

- Logo:** The logo for Puget Sound Business Federal Credit Union, featuring a stylized mountain range and the text "PUGET SOUND BUSINESS FEDERAL CREDIT UNION www.psbfcu.com".
- Title:** "Sign In".
- Username Field:** A text input field labeled "Username..." with a small eye icon on the right.
- Password Field:** A text input field labeled "Password..." with a small eye icon on the right.
- Sign In Button:** An orange button with the text "Sign In".
- Links:** Two links below the button: "Forgot Password" and "First Time User?".
- Footer:** A link "Become a Member" is located at the bottom center of the page.

# PSRFCU e-Statement Guide

## STEP 2

Select “Member Services” and in its dropdown select “e-statements”



# PSRFCU e-Statement Guide

## STEP 3a

If you haven't already enrolled in eStatements, a message like this will appear. Click on the orange box "Enroll for eStatements" to enroll.

The screenshot shows the PSRFCU website interface. At the top, there is a dark blue navigation bar with the text "Puget Sound Refinery FCU" on the left and "Find a Branch", "Contact Us", and "Help" on the right. Below this is a secondary navigation bar with the PSRFCU logo and menu items: "Home", "Pay & Transfer", "Member Services", "Go Mobile", and "New Accounts". On the right side of this bar, the name "ANDREW" is displayed next to a circular profile picture containing the initials "AR".

The main content area is divided into several sections. On the left, there are three vertical panels: "Feature of the Week" with links for "eAlerts & Text Notifications" and "E-Checking Sign Up"; "Member Offers" with links for "Want to Skip a Loan Payment?" and "Apply for a Loan"; and "Money Management" with links for "Quick Transfer" and "Schedule Transfer".

The central focus is a white notification box titled "eStatements". It contains the following text: "\*\*\*\*\* IMPORTANT REMINDER \*\*\*\*\* 1. If you change your e-mail address, you need to return to this site to update our records. Not updating the address will cause a delay in receiving your statements. 2. Since you will no longer receive your newsletters and information in your statements, this information will be made available to you at https://obc.itsme247.com/948/. 3. If you have any questions about your statement or about the products and services available at Puget Sound Refinery Federal Credit Union, send an email to PSRFCU@gmail.com." Below this text is a prominent orange button labeled "Enroll for eStatements".

At the bottom center of the notification box, it says "Page will timeout in 14:39".

# PSRFCU e-Statement Guide

## STEP 3b

Check mark the box “I have read the above information and wish to receive my statements electronically”  
Click the orange box “Enroll Now”

Puget Sound Refinery FCU Find a Branch Contact Us Help

Home Pay & Transfer Member Services Go Mobile New Accounts ANDREW AR

### Feature of the Week

- eAlerts & Text Notifications >
- E-Checking Sign Up >

### Member Offers

- Want to Skip a Loan Payment? >
- Apply for a Loan >

### Money Management

- Quick Transfer >
- Schedule Transfer >

### < Enroll for eStatements

We are pleased to offer you eStatements – electronic versions of your monthly or quarterly credit union statements. You can access them at any time through your online banking, and even print them out on your own printer, from the security of your home.

Because they are stored on our secured server and can be accessed only after you enter your confidential password in online banking, only you have access to your statements online – making eStatements as secure as they are convenient. When your eStatement is ready, you will receive a quick email notice from us. Simply sign in to online banking and visit eStatements to view your current statement information. You can even check previous statements online at the same time!

To start receiving your credit union statements electronically, click Enroll Now. Note that if at any time you change your mind, you may unenroll from them later. If you have more questions or would like us to enroll for you, please feel free to call the credit union directly.

**i** You will be notified of new available statements via the email address [andrewsmr2009@icloud.com](mailto:andrewsmr2009@icloud.com). If you'd prefer to use another email address, update your email address in Personal Information.

I have read the above information and wish to receive my statements electronically.

**Enroll Now**

Page will timeout in 14:43

# PSRFCU e-Statement Guide

## STEP 3c

Success! Now that you are enrolled in eStatements you can select the statements you want to view

The screenshot shows the PSRFCU website interface. At the top, there is a dark blue navigation bar with the text "Puget Sound Refinery FCU" on the left and "Find a Branch", "Contact Us", and "Help" on the right. Below this is a secondary blue bar with the PSRFCU logo and navigation links: "Home", "Pay & Transfer", "Member Services", "Go Mobile", and "New Accounts". On the right side of this bar, the user's name "ANDREW" is displayed next to a circular profile icon with the initials "AR".

The main content area is divided into several sections:

- Feature of the Week:** A blue header with two items: "eAlerts & Text Notifications" and "E-Checking Sign Up", each with a right-pointing chevron.
- Member Offers:** A blue header with two items: "Want to Skip a Loan Payment?" and "Apply for a Loan", each with a right-pointing chevron.
- Money Management:** A blue header with two items: "Quick Transfer" and "Schedule Transfer", each with a right-pointing chevron.
- eStatements:** A white box with a green checkmark icon and the text: "You've been successfully enrolled for eStatements! You may view them below." Below this is a paragraph: "View months worth of your monthly or quarterly statements anytime you'd like! eStatements are not only more convenient, but also safer and more eco-friendly than your traditional mailed statements!"
- Enrollment Preference:** A white box with a gear icon and the text "Enrollment Preference" followed by a right-pointing chevron.
- My eStatements:** A white box with three items: "Credit Card Statements", "Account Statements", and "Receipt Analysis", each with a right-pointing chevron.

At the bottom center of the page, there is a small text: "Page will timeout in 14:48".

# PSRFCU e-Statement Guide

## STEP 4

Select the type of eStatement you want (Credit Card Statements, Account Statements, or Receipt Analysis)  
For your regular account statements you would select “Account Statements”

The screenshot displays the PSRFCU website interface. At the top, the header includes the logo, navigation links (Home, Pay & Transfer, Member Services, Go Mobile, New Accounts), and the user name FELICIA with a profile icon. The main content area is divided into several sections:

- Feature of the Week:** Includes links for eAlerts & Text Notifications and E-Checking Sign Up.
- Member Offers:** Includes links for Want to Skip a Loan Payment? and Apply for a Loan.
- Money Management:** Includes links for Quick Transfer and Schedule Transfer.
- eStatements:** A section with a title and a description: "View months worth of your monthly or quarterly statements anytime you'd like! eStatements are not only more convenient, but also safer and more eco-friendly than your traditional mailed statements!". Below this is an "Enrollment Preference" link with a gear icon.
- My eStatements:** A list of options with right-pointing arrows: Credit Card Statements, Account Statements, and Receipt Analysis.

At the bottom right of the page, a small text indicates "Page will timeout in 14:31".

# PSRFCU e-Statement Guide

## STEP 5

Under “Account Statements” you can now select the month, and year of the statement you wish to view. When it loads you can download it to your computer as a pdf or print it out.

**\*\*Your 1099-INT is the last page of the December statement\*\***

The screenshot displays the PSRFCU member portal interface. At the top, the navigation bar includes the logo, 'Home', 'Pay & Transfer', 'Member Services', 'Go Mobile', 'New Accounts', and the user's name 'FELICIA' with a profile icon. On the left side, there are three main sections: 'Feature of the Week' with links for 'eAlerts & Text Notifications' and 'E-Checking Sign Up'; 'Member Offers' with links for 'Want to Skip a Loan Payment?' and 'Apply for a Loan'; and 'Money Management' with links for 'Quick Transfer' and 'Schedule Transfer'. The central content area is titled 'Account Statements' and contains a list of statement periods from 10/31/2021 to 8/31/2022, each with a right-pointing arrow indicating it can be viewed.

Statement Period	Action
8/31/2022	>
7/31/2022	>
6/30/2022	>
5/31/2022	>
4/30/2022	>
3/31/2022	>
2/28/2022	>
1/31/2022	>
12/31/2021	>
11/30/2021	>
10/31/2021	>