Enrolling in eStatements is easy! Simply follow these steps:

- Go to www.CincinnatiFederal.com and log into Internet Banking as you typically would. If you are not enrolled in Internet Banking currently, click First Time Log In and follow the prompts.
- Once you have logged in, click the eStatements tab at the top of your screen.
- This will then take you to the disclosure agreement which you must accept in order to continue. To accept you will have to enter a Confirmation Code. You will get this code by clicking on the PDF Document link above. This will open a PDF, the Confirmation Code will be at the top and there will be a sample statement for your viewing. Either copy and paste this code or type it into the Confirmation Code box at the bottom of the previous screen and click I Agree.
- You will then see a list of all of your accounts that are able to receive eStatements. Select the eStatement button for the accounts you would like to receive eStatements on and Click Next.
- This page will look almost exact to the previous one but where the Next button was you will now Click Enroll.

Congratulations! You are now enrolled in eStatements!

Things To Know:

- Once you've logged in, if you'd like to view the back of your statement you can do this by clicking on "View Back of Statement" under documents.

- On a Joint Account each owner has the right to choose if they want eStatements or not, however, you can only receive one type of statement and the most recent selection will take precedence. If both owners are enrolled in eStatements then both will receive an email at the beginning of each month when the statement is available.

- You will be able to access the last 18 months of statements but this begins accumulating with the first eStatement after enrollment. For example, if you enroll in September of 2014 you will only be able to access September of 2014's eStatement, but beginning in March of 2016 you will be able to access the prior 18 months statements from there on out.

- eStatements are available for all of our Statement Type Deposit Accounts.

- You can allow others to view your statements. This may be helpful for a lawyer, accountant, etc. If you'd like to do this, please reference the instructions below. This person will continue to be able to access the account(s) you gave them access too until you remove their right to do so.
    - After logging in to Internet Banking click on eStatements
    - Click Account Access at the top
    - Click Account Access in the drop down
    - Click Add New Account Access
    - Enter their information and select allow next to the accounts you'd like for them to access.
    - Click Add
    - They will receive an email from your email address with the invitation code. They will need to follow the link and click Accept Invitation and then input the invitation code, a username and a password. This invitation is only good for 4 days.
    - To remove their rights, follow the same procedure but this time, click remove by their name.