

# Farmers & Merchants State Bank

## Email Statement and Disclosure Enrollment

By signing below you are requesting that Farmers & Merchants State Bank provide the required monthly statement and disclosures on your account in an electronic format rather than a paper format.

Internet statements provide the same information as paper statements. You will receive a password-protected email with your statement as an attachment in PDF format. If you enroll multiple accounts they will be delivered separately.

In completing the enrollment you are agreeing to provide the Bank with a valid email address and password. We require a password in order to password protect the file before sending it to you. In order to view the PDF attached statement you must enter the (case sensitive) password. **If your email address changes it is your responsibility to promptly notify the Bank of the change.** Should a statement be returned as undeliverable, we will contact you, and if unsuccessful, will remove your account from email capability and return it to a paper statement format.

You may terminate the email delivery format and change to paper format at any time by contacting us at 605.583.2234.

To access your monthly statements and disclosures electronically you must have:

- 1 A 128-bit encrypted Web browser
- 2 Access to a printer or storage medium such as a hard drive so that you may download and/or print disclosures and statements for your records.
- 3 Adobe acrobat Reader

When you receive your statement, you should treat it as you would a paper formatted statement. We recommend either printing it and keeping the copy or saving the electronic file in a folder on your computer for future reference. We can reproduce statements for you but you may incur a charge for the service.

Only one email statement will be sent per account during the statement cycle. The individual to receive the statement must be an authorized signer or owner on the account. Each account you enroll will come to you in a separate email. E-Statements will be generated and sent to you on the last day of the month.

### Account Information

Please enroll the following accounts to receive email statements:

**Email Address:** \_\_\_\_\_

Account Number \_\_\_\_\_ Password \* \_\_\_\_\_

Account Number \_\_\_\_\_ Password \* \_\_\_\_\_

Account Number \_\_\_\_\_ Password \* \_\_\_\_\_

*\*Passwords are case sensitive and should be mixed alpha/numeric; a minimum of 6 characters, with no special punctuation. The same password can be used for all of the accounts you enroll.*

By signing below I agree to the terms set forth and request that the statements and disclosures be sent to me in electronic format.

We will send you a test message from [info@fmsbscotland.com](mailto:info@fmsbscotland.com) with a password-protected attachment to the above email address. Open the attachment using the password you gave us and reply to the email informing us that you have successfully received and opened the attachment. We will then activate email statements for your account.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Please fill in your account number(s) and password information, sign and return it to the Bank. Thank you.**

PO Box 367  
Scotland, SD 57059

[www.fmsbscotland.com](http://www.fmsbscotland.com)

P: 605.583.2234  
Toll Free: 888.269.1186