

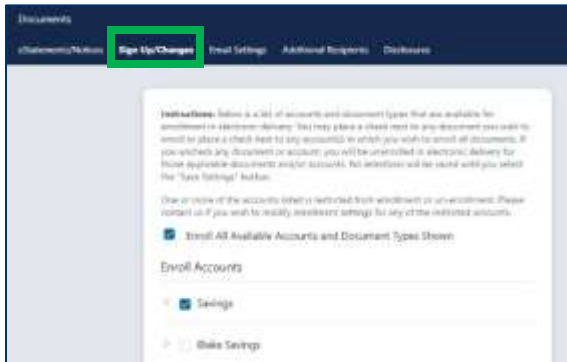


# eStatements

eStatements are electronic copies of your statement made available through your Online or Mobile Banking Service.

## Enrolling in eStatements

Select one of your accounts and click on **Electronic Statements**. Select **Sign Up/Changes**.



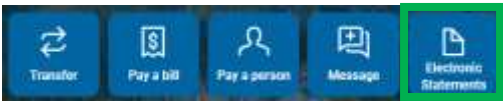
You can choose to **Enroll all Available Accounts** or enroll accounts individually. When you have made your selection click **Save Settings**.

Accounts can be unenrolled or enrolled at any time under **Electronic Statements**. You will be asked to read and accept the eStatement Delivery Agreement and Disclosure. A copy of the agreement will remain available to you under the **Electronic Statements** tab.

## Viewing eStatements

When your statement is available you will receive an email notification. Simply log in, click **Electronic Statements**, and select the desired account and month to view.

E-Statements are available as PDF documents and can be printed or saved on your computer for future use.



# First Time Access

## Sign Up

If logging in on a computer, please visit [www.MayvilleStateBank.com](http://www.MayvilleStateBank.com) on your browser & click **Online Banking** in the top right corner.

If logging in for the first time using our app, please download first from either the App Store or Google Play. **Search: Mayville State Bank**.

To sign up, click **First Time User? Enroll now**.

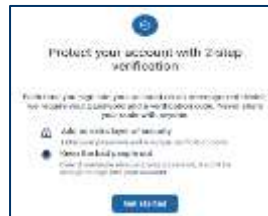


## Verify Your Information

You will be required to verify your social security number, account number, email address, and phone number. As long as this information matches our records, you will be able to proceed with setting up your online banking.

## Set Up 2-Step Verification

You will be prompted to set up 2-Step Verification. This security setting is required in order to access our online/mobile banking services.



Upon completing the first-time login in process, you will have the option to recognize private devices so that you will not need to use the 2-Step Verification every time you login. 2-Step Verification must be set up separately for use online and on our mobile app.

Upon agreeing to our User Agreement, you will be all set to access your accounts anytime!

Thank you for banking online with Mayville State Bank!

11-2023

# ONLINE & MOBILE BANKING

Access your accounts anytime, day or night!



**QUICK, EASY, SECURE**

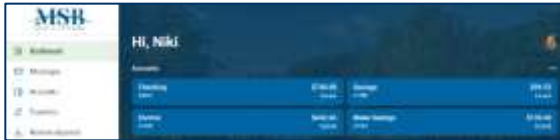
Use the MSB mobile app on your phone or tablet!



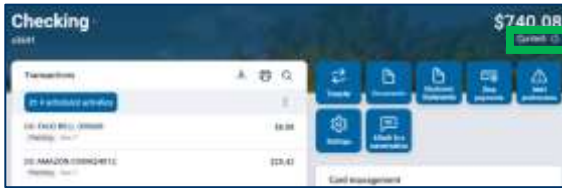


## Account Access

To view your account balances and transaction history, you can select the account at the top of the page on your Dashboard, or you can click **Accounts** from your menu to view or select any of your enrolled accounts.



The main balance displayed is your most up to date balance, including any pending transactions for the day. Due to the inclusion of pending items, it is possible for your balance to change throughout the day. Pending Items will display the term Pending next to the item in the **Transactions** menu. Download or print transactions for your records. You may also click on any of the hard posted transactions to add Tags, Notes or Images for later reference.



In order to view your Available Balance, including your Bounce Protection and Overdraft Protection Line of Credit, click on the info icon below your main account balance.

## Card Management

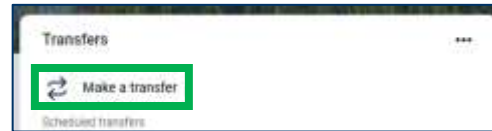
Manage your Debit Card(s):

- Submit a domestic Travel Notice to make sure your debit card is available for all your needs while traveling within the US.
- Lock/Unlock your card to keep your money safe at all times.
- Report a Card as Lost or Stolen.
- Activate a New Card (without setting PIN).

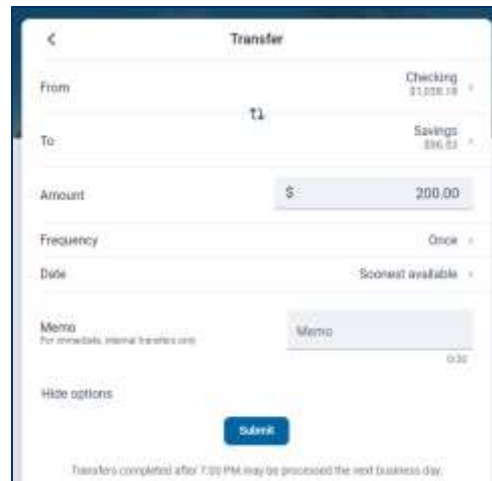


## Transfers

Select **Make a transfer** from the Transfers Card.



Select the **From** and **To** accounts from the drop-down menus. Enter the **Amount**, **Frequency**, and **Date** of the Transfer. Click **Submit** to complete the transfer.

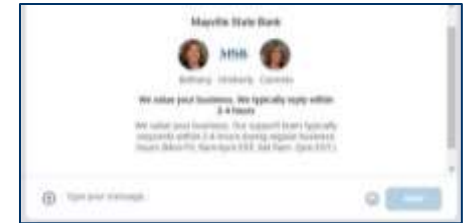


To view, edit, or delete a scheduled transfer, simply select a scheduled transfer from the Transfer Card.



## Support

Message us directly anytime during regular business hours if you need assistance.



## Settings

Select the **Settings** tab from the expanded options next to your user icon in the bottom left corner of your screen.



### Profile

Update your profile details including picture, email address and contact info.

### Security

Change your Username and Password.

### User Alerts

Set up account access alerts.

### Accounts

Set up alerts for balance and transaction notifications.

## Remote Deposits

Deposit Checks quickly and securely using our mobile app. Follow these easy steps to deposit checks anywhere, anytime.

- Click Deposit.
- Type in the amount.
- Take pictures of the front and back of the check. Make sure to endorse the back of the check with your signature and the language: "For Mobile Deposit Only Mayville State Bank"
- Click Submit to complete your deposit.

