

Statements & Notices

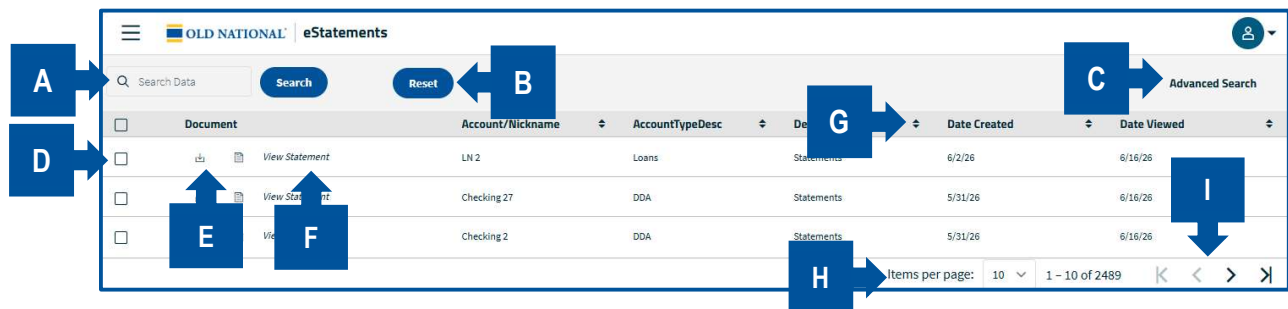
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Overview

Statements and Notices are where you can access electronic copies of your official cycle-end bank statement. Within Statement and Notices, you can view, print and download your statements.

Statement and Notices lets you:

- A. Search by Account/Nickname.
- B. Reset back to default view.
- C. Conduct an Advanced Search using additional criteria.
- D. Select multiple statements at once to download (25 limit).
- E. Download a document.
- F. View a document.
- G. Change the sorting of the columns.
- H. Change the number of documents displayed per page.
- I. Change pages to display more documents.



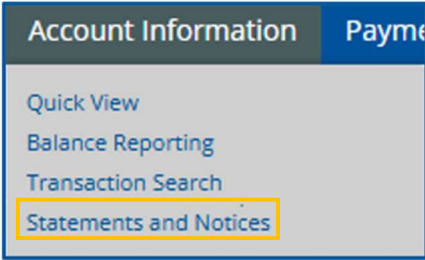
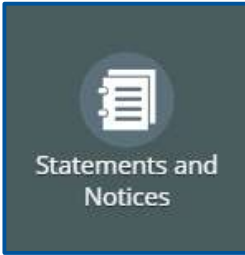
Within Statements & Notices, up to 7 years of the following can be accessed:

- eStatements
- Analysis eStatements
- Returned Check Notices

Statements & Notices

Navigating to Statements and Notices

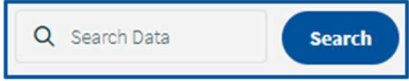
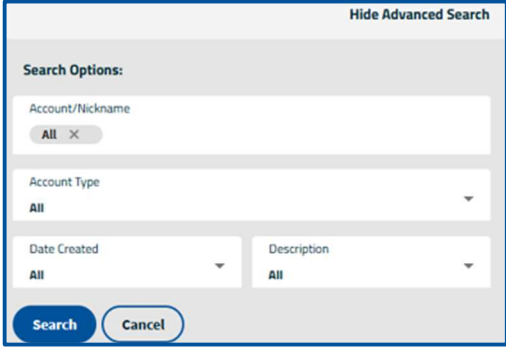
To access **Statements and Notices**, the following options are available, based on your ONPointe access.

ONPointe Treasury w/Web	ONPointe Treasury w/Secure Browser	ONPointe Essentials
Locate Statements and Notices under Account Information. 	Locate Statements and Notices on the landing page. 	Locate Statements and Notices on the left-hand menu. 

View

1) To simply view a statement, click either: a) Document Icon b) View Statement	
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Search

1) For basic search needs, use the Search Data box ("A") to search by Account/Nickname. This will narrow the number of documents to the desired account.	
2) To filter on document types, use the Advanced Search ("C"). Choose which types of document(s) and for which account(s) you would like to display as well as the date(s) created and description.	

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- 3) To clear the search filters, click **Reset** (“B”).



Downloading Single Document

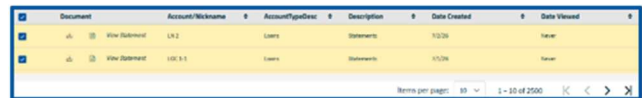
- 1) To download a document, simply click the **Download Icon** and it will be saved to your device’s downloads destination.



Downloading Multiple Documents

- 1) To download multiple documents into a ZIP file, click the ☐ icon next to each document you wish to download.

Or, to select all documents displayed on the current screen, click the ☐ icon in the table header (above “D”).



- 2) Once your items have been selected, a **Download ## Items** button will appear at the top of the page. Click the button to download a ZIP file of your selected documents.



A maximum of 25 items can be downloaded at a single time

TIP: Use the **Items per Page** drop-down (“H”) to quickly display your preferred number of documents in a single page for fast bulk downloads.

Sort

- 1) To change the sorting of a column, select the **Arrows** next to the column heading where applicable.

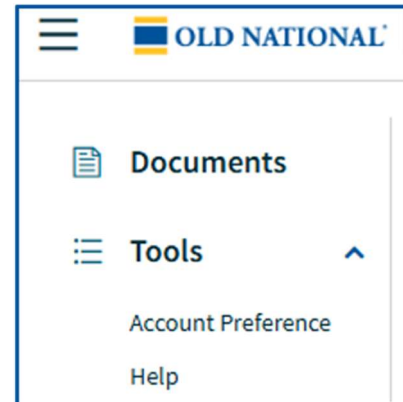
Account/Nickname 

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In-App Help

An in-app Help guide is published that you can refer to for additional assistance on navigating and using **Statements and Notices**. This guide is accessed by clicking the **Menu > Tools > Help**.



Questions

If you have questions while using ONPointe Treasury, please contact Treasury Management Service team.

Hours: 8am – 6pm ET/7am – 5pm CT
Monday-Friday

Phone: 800-844-1720

Email: tmService@oldnational.com

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