

## E-Statement and Alerts Tutorial

Welcome to Honeywell Federal Credit Union's E-Statement and Alert system (CU Alert). With this system, not only will you receive your monthly and quarterly statements quicker, but you will also receive electronic notifications on such things as savings, checking and loan account balance levels. You will also be notified when pending loan payment dates are approaching, when payroll/ACH credits post to your accounts, when checks clear your accounts, and when automatic withdrawals and bill payments post to your account.

In order to sign up for E-Statements and Alerts, you must first be registered as an Online Banking user. Please see [https://www.myhoneywellfcu.com/apply\\_online.asp](https://www.myhoneywellfcu.com/apply_online.asp) for further details on how to sign up for Online Banking.

Once you have logged into Online Banking, choose "E-Statements and Alerts" from the top of the screen. New users will get the screen shown below. Please take time to read over the User Agreement. Once you have agreed to the terms, enter your Online Banking PIN and choose "Submit".

The screenshot shows a Microsoft Internet Explorer browser window titled "Home Banking - Microsoft Internet Explorer". The address bar displays "https://ebranch.hafcu.org/scripts/ibank.dll". The page content includes the Honeywell Federal Credit Union logo and navigation tabs for "Account Overview", "Deposit Information", "Transfer", "Check to Self", "Bill-Pay", "Account History", "E-Statements & Alerts", "More Options", and "Log-Off". The main heading is "CuAlert Subscription - User Agreement". Below this is a "User Agreement" section with a scrollable text area containing the following text:

Honeywell Federal Credit Union  
E-Statement and Alerts ("E-Statement") Consent Agreement

Please read this information carefully and print a copy and/or retain this information electronically for your records.

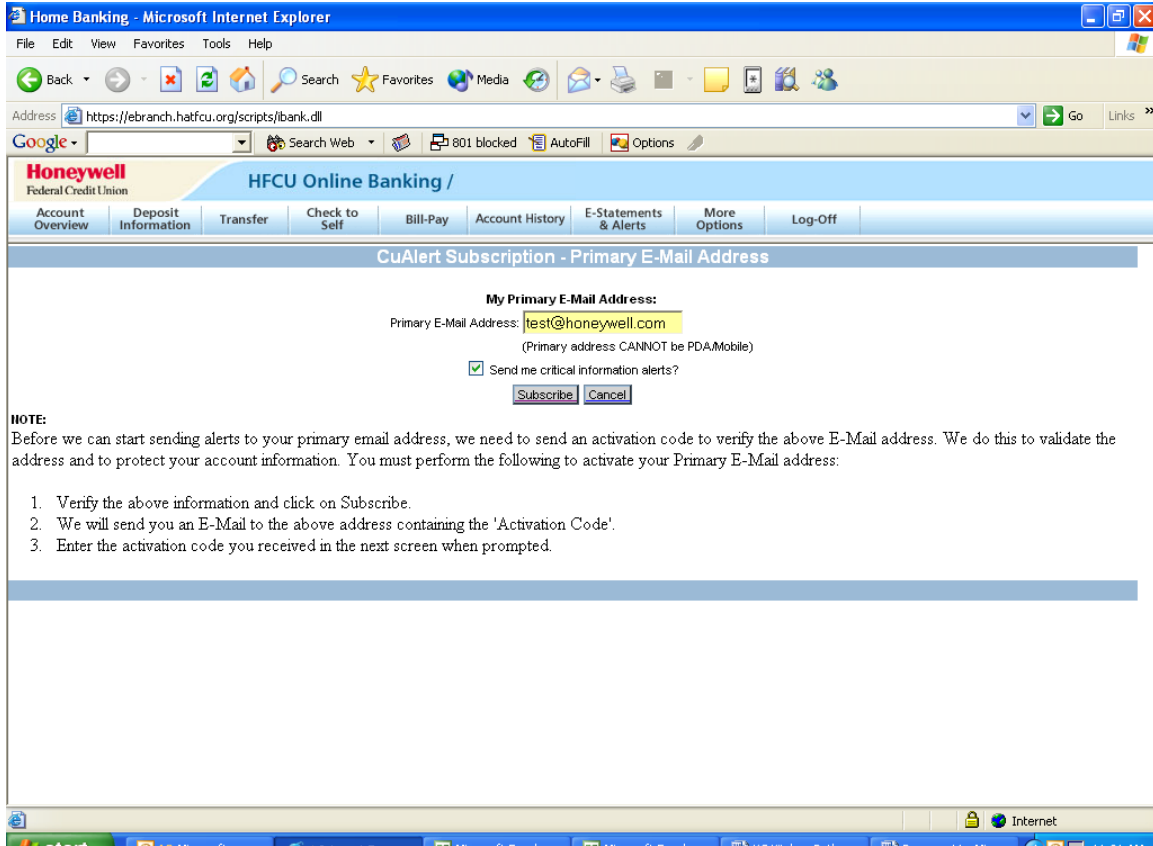
The following provisions constitute an amendment to the Account Agreement including the Terms and Conditions disclosure of Honeywell Federal Credit Union (hereinafter referred to as "we", "our", "us", and "Credit Union") concerning electronic delivery of statements and notices concerning accounts, including time deposits, marketing material, special offers, newsletters, disclosures, and other such notices as required by law, maintained by any individual, corporation, partnership, association, or other legal entity (herein referred to as "you", "yours", and "Depositor"). To the extent, there is any conflict between any statement made in this E-Statements and Alerts Supplemental Agreement (the "Agreement") and the Account Agreement including Terms and Conditions, this Agreement shall control.

Below the text area are two radio button options:

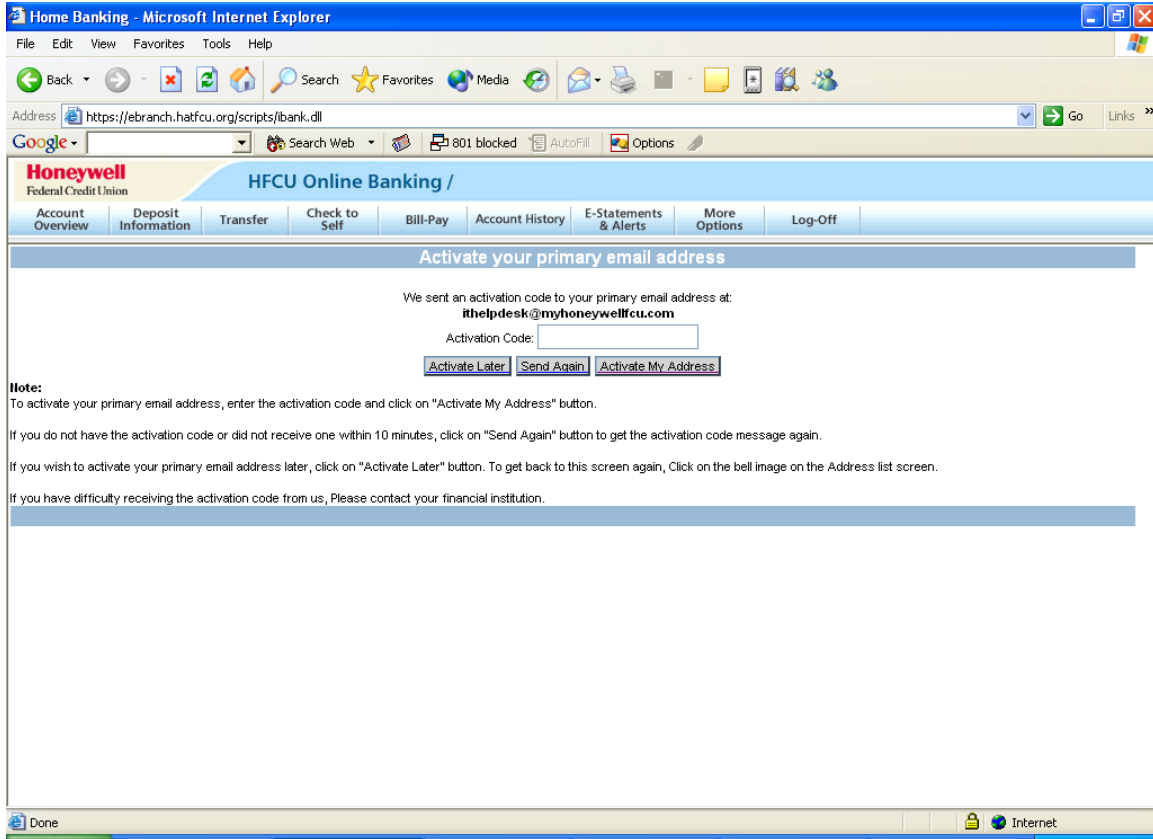
- Yes, I agree with the terms and conditions of the service.  
Please sign me up and my Internet Banking PIN is:
- No, I do not agree with the terms and conditions, and do not wish to sign up for the service.

A "Submit" button is located below the options. The browser's status bar at the bottom shows "Done" and "Internet".

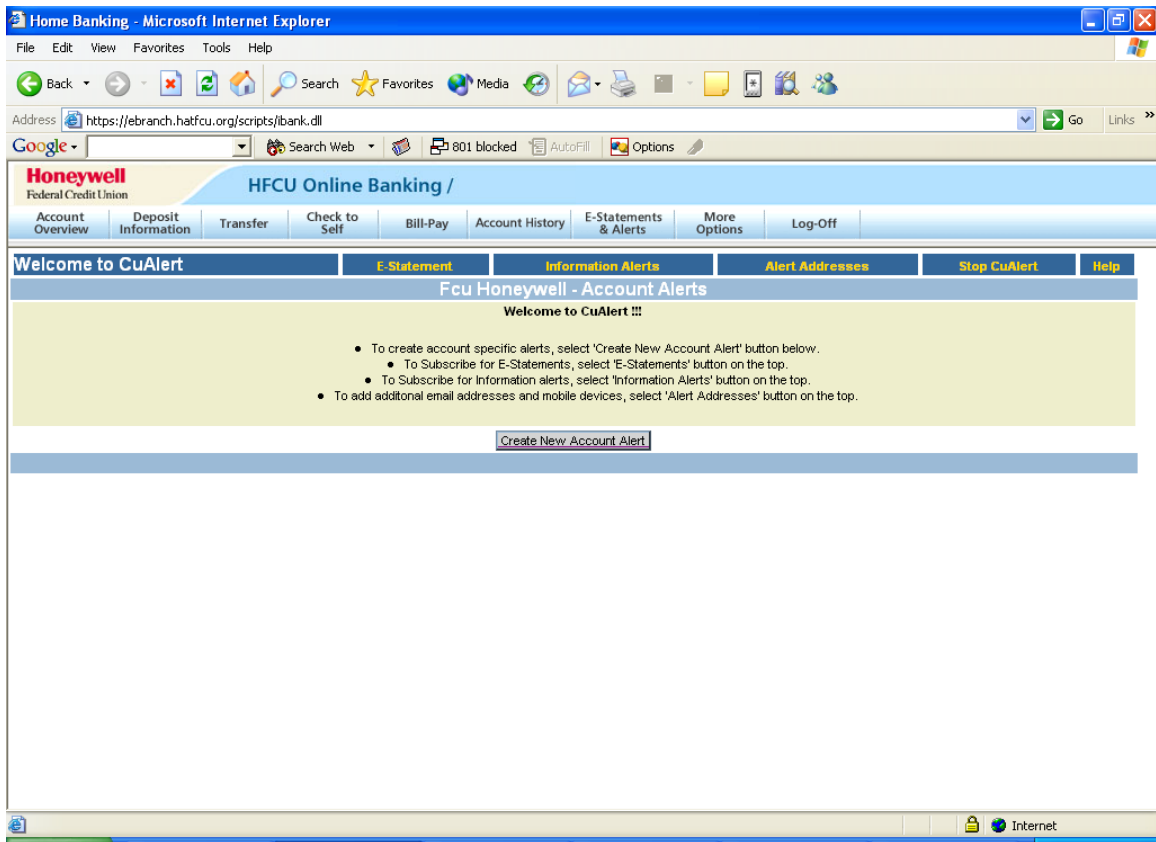
Next, enter your primary email address in the space provided. If you would like to be notified of system outages and any other critical information, please be sure to check the appropriate box. Once you have completed these steps, choose "Subscribe".



An activation code will then be sent to your email address. Enter the activation code in the appropriate field. If you tried to activate your account at an earlier time and have lost the activation code, hit "Send Again." Once you've entered the code, choose "Activate My Address".



You will see the screen below. Below the example, you will find instructions on how to sign up for the various services.



#### To setup additional e-mail addresses:

- 1) Choose Alert Addresses.
- 2) Choose "Add New" under the Alternate Email Address List or the Mobile Device List.
- 3) Enter the name or description of the device or account and enter the e-mail address.
- 4) Choose OK.
- 5) An activation code will be sent to that e-mail address, which must be entered on the next screen to activate the e-mail address. Once activated, the e-mail address will be available to use throughout the E-Statement and Alert service.

#### To setup E-statements:

- 1) Choose E-Statement from the top of the screen.
- 2) Read over and agree to the E-Statement terms.
- 3) Add additional email addresses if desired (be sure to check the box next to each address).

**To setup Alerts:**

- 1) From the Welcome to CU Alert screen, choose "Create New Account Alert" button.
- 2) Choose the type of alert you want and enter the email address or addresses to receive the alert.
- 3) Hit OK.
- 4) Enter the parameter for the alert.
- 5) Repeat steps for all additional alerts.

**Setup Personal Alerts:**

- 1) Enter Personal Alerts tab.
- 2) Enter your customized alert title and message.
- 3) Enter the parameters for the message
- 4) Enter the email address or addresses to receive the personal alert.

Congratulations! You are now set up to receive alerts and statements electronically. We hope that you enjoy the product. Please contact us at 800-533-4004 or [memberservice@myhoneywellfcu.com](mailto:memberservice@myhoneywellfcu.com) with any questions, concerns or comments.