

Quick Reference Guide

eStatements

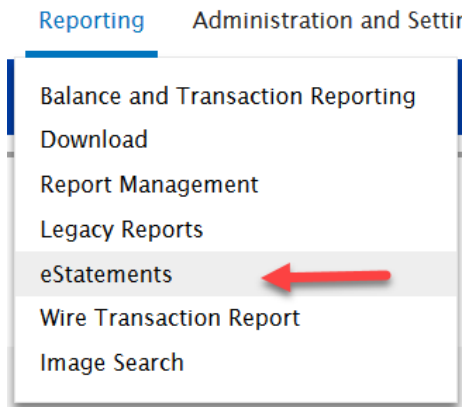
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eStatements Search

The eStatements Search feature lets you search for specific eStatements based on statement type and date.

To search for and download eStatements:

1. Select **eStatements** from the **Reporting** menu.



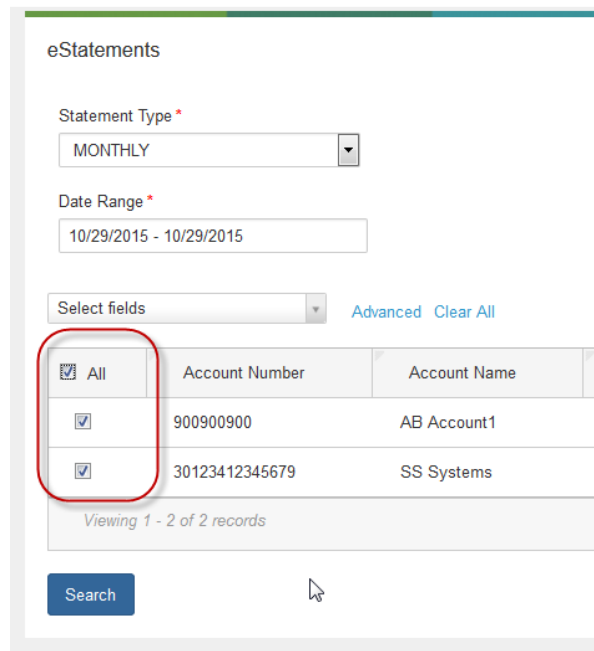
The system displays the eStatements screen.

The screenshot shows the 'eStatements' search results screen. It includes a search filter section with 'Statement Type' set to 'MONTHLY' and a 'Date Range' field. Below the filter is a table with columns: Account Number, Account Name, Client Account Name, Account Type, Bank Country Code, and Bank Code. The table contains 14 rows of data. At the bottom, there is a 'Search' button and pagination information: 'Viewing 1-10 of 14 records', 'Display 10 per page', and 'Page 1 of 2'.

Account Number	Account Name	Client Account Name	Account Type	Bank Country Code	Bank Code
1122334601	1122334601	LC account	Line Of Credit	US	BOA
1152334614	1152334614	CL Account	Loan Account	US	BONY
0000000001	One	One	Demand Deposit	US	TDBank
1152334613	1152334613	LC account	Line Of Credit	US	BONY
1152334623	1152334623	LC account	Line Of Credit	US	JPMC
1152334603	1152334603	LC account	Line Of Credit	US	BOA
1122334622	1122334622	CL Account	Loan Account	US	JPMC
1122334601	CAEFT PMTS RBCCACH CAD 1	CAEFT PMTS RBCCACH CAD 1	Demand Deposit	CA	RBCCACH
1122334621	1122334621	LC account	Line Of Credit	US	JPMC
1122334602	1122334602	CL Account	Loan Account	US	BOA

2. Select the appropriate statement type. Available types will vary by bank.
3. Select the desired range of dates.

- In the list of accounts, place a check in the checkbox next to the accounts you would like to search, or check **All**.



The screenshot shows the 'eStatements' search interface. It includes a 'Statement Type' dropdown set to 'MONTHLY', a 'Date Range' field with '10/29/2015 - 10/29/2015', and a 'Select fields' dropdown. Below these are links for 'Advanced' and 'Clear All'. A table lists accounts with checkboxes. The 'All' checkbox is highlighted with a red circle. A 'Search' button is at the bottom left.

<input checked="" type="checkbox"/> All	Account Number	Account Name
<input checked="" type="checkbox"/>	900900900	AB Account1
<input checked="" type="checkbox"/>	30123412345679	SS Systems

Viewing 1 - 2 of 2 records

- Click **Search**.
The search results appear at the bottom of the screen.
- To download a statement, select **Download** from the **Actions** drop-down list.