Accessing Electronic Versions of Your Statements

Through eDocuments, Wealth Passport provides an efficient way for you to access banking and investment statements online instead of waiting for them to be mailed to you, even alerting you when they are available.

HOW TO ACCESS AND VIEW EDOCUMENTS

1. From Wealth Passport's **Reports and Documents** tab, select **eDocuments.**
2. Select the document you are looking for from the **Document Type** dropdown menu – **All Statement Types, Accounting Statements, Banking Statements** or **NTGI Client Performance Reports.**
3. Select the account from the **Account** dropdown menu
4. Choose a date or enter your own date range.
5. Click **Search**.
6. Available statements will be returned at the bottom of the page. Click the link under the **Document Type** header to view your statement.

GOING PAPERLESS

Accessing your statements online through Wealth Passport – and eliminating your mailed paper and CD statements – has many benefits, including:

- Quicker receipt of statements by no longer waiting for mail
- Enhanced security by viewing your statements through an encrypted connection
- Reduced carbon footprint and decreased waste by eliminating excess paper and plastic

For more information about going paperless, please contact your relationship manager.

NEED HELP?

If you have any questions or would like more information, call the Northern Trust Passport® Help Center at 888-635-5350 (312-557-5900 outside the United States) Monday through Friday from 7:00AM – 9:00PM Central Time, Saturday and Sunday from 7:00AM – 3:30PM Central Time.

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