

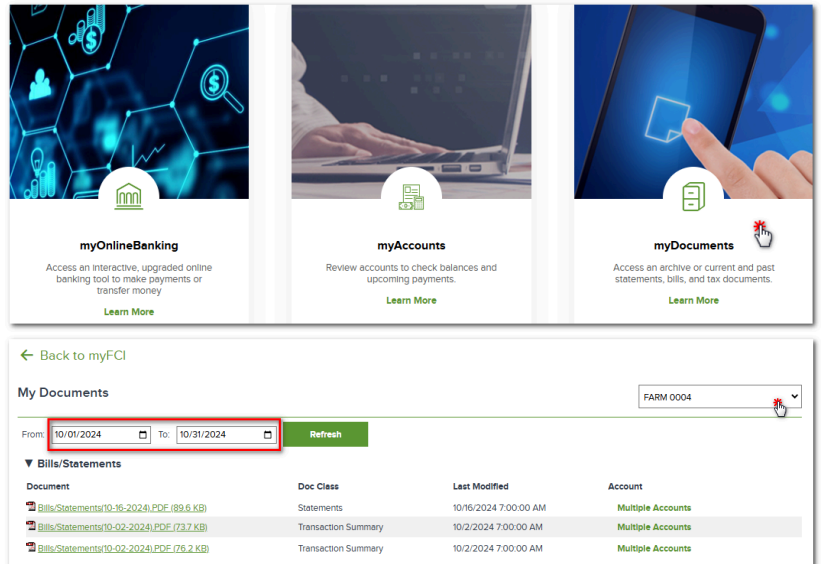
How to look up

BILLS & STATEMENTS

Bills and Statements are available in two places - within *myFCI* under *myDocuments* and within *myOnlineBanking* under the **Statements tab.**

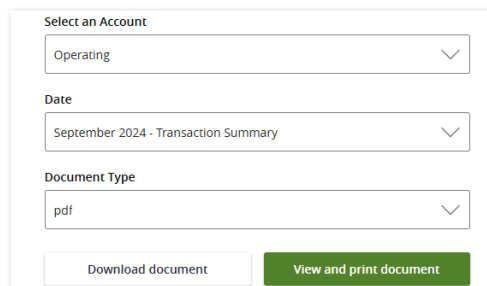
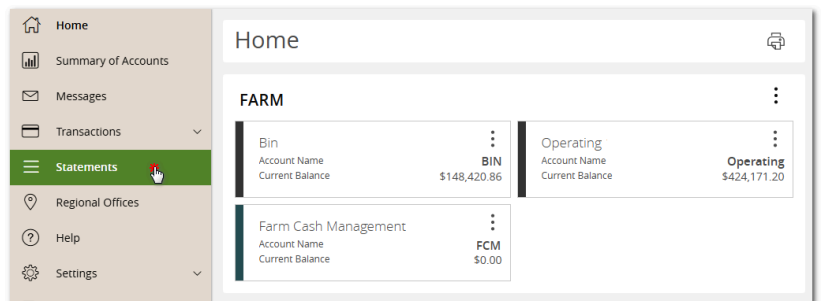
myDocuments View

- On the homepage of *myFCI*, select the **myDocuments** tile in the top row.
- Change the dates to retrieve documents from a specific date range.
- Select **Refresh**.
- NOTE: Documents are organized by customer number. If you have access to multiple customer numbers, use the dropdown menu in the upper right corner to switch between customer numbers.



myOnlineBanking View

- Select the **Statements** tab on the left navigation menu.
- Select an account from the **Select an Account** dropdown menu.
- Select the **Date** from the dropdown menu (this will also display the description of the available document types).
- Choose **Download Document** or **View and Print Document**.
 - **Download Document** will prompt you to select a location to save the document to without displaying the document.
 - **View and Print Document** will allow you to view the document before printing or downloading the document.



Questions? Contact your local FCI office for technical support www.farmcreditIL.com/contact