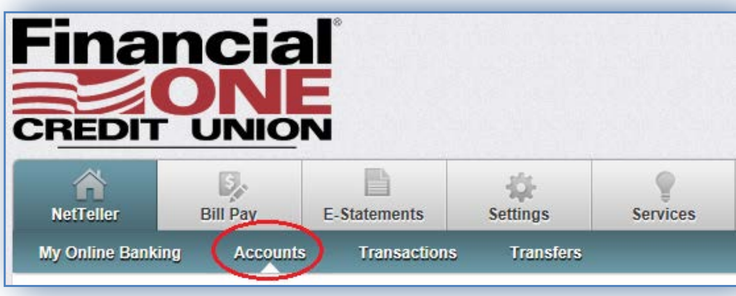
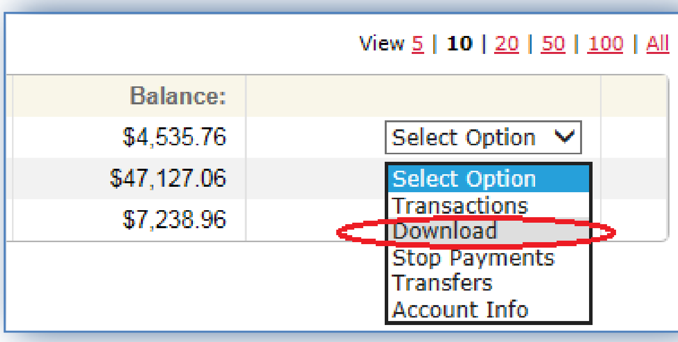
How to Download Account History

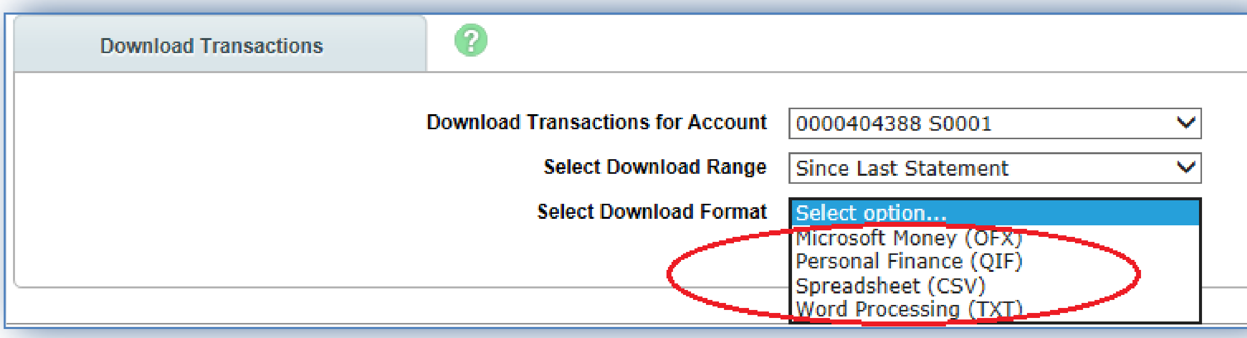
1. Make sure you are on the NetTeller tab. Click **Accounts**.



2. Next to the balance of each account there are options. Click the down arrow and select **Download**.



3. Click the down arrow and select a download range.
4. Click the down arrow and select a download format.



5. Click **Download**.
6. When prompt to open or save, select **Save**.