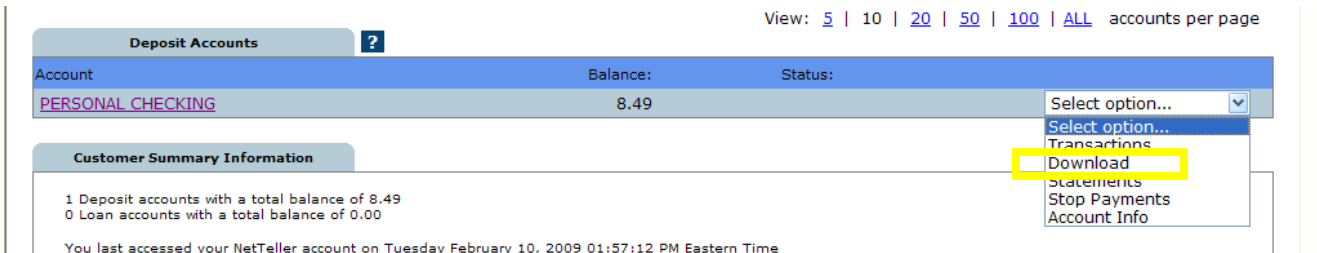


Log On to Online Banking before March 6th, 2009.

For each of the accounts listed choose the option on the right for "**Download.**"



"**Select Download Range**" - choose the amount of time for which you would like to retain the history. For instance - if you would like to retain a year's worth of history, select January '08 to January '09.

Download Transactions for Account: PERSONAL CHECKING

\* Select Download Range: Between Dates

\* From Date: 1/01/2008

\* To Date: 1/31/2009

\* Select Download Format: Spreadsheet (CSV)

**Submit**

Select format: to export into Excel Select "**CSV**" and **Submit**

Right click the link that says "Transactions from PERSONAL CHECKING in CSV format" then select "Save Target As"

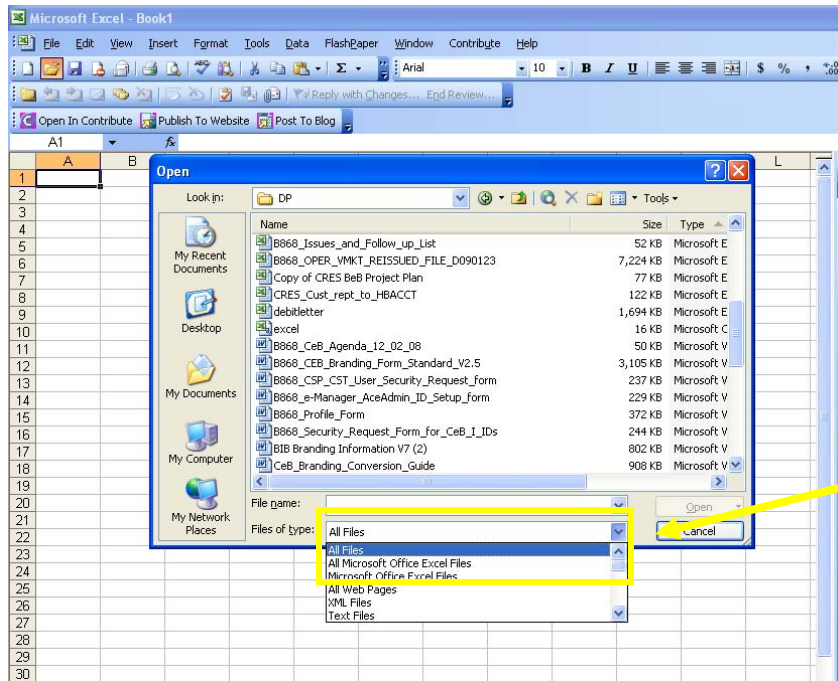
- To download:
1. Right-click the link below.
  2. Select **Save Target As...** from the menu.
  3. Use the dialog box to save the file in the folder you wish.
- To view:
1. Left-click on the link below.

[Transactions from PERSONAL CHECKING in CSV format](#)

Right click here and "Save Target As" you will then choose where to save it on your computer.

Save to your computer

Open an Excel Document, Open File, Select Files of Type "All files", find the file name and click Open.



You may also view and print the statements in the "Statements" tab in the top navigation.

