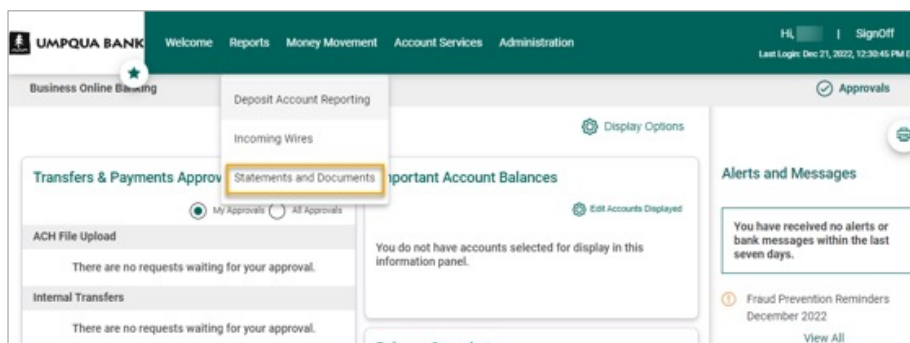


# Business Online Banking

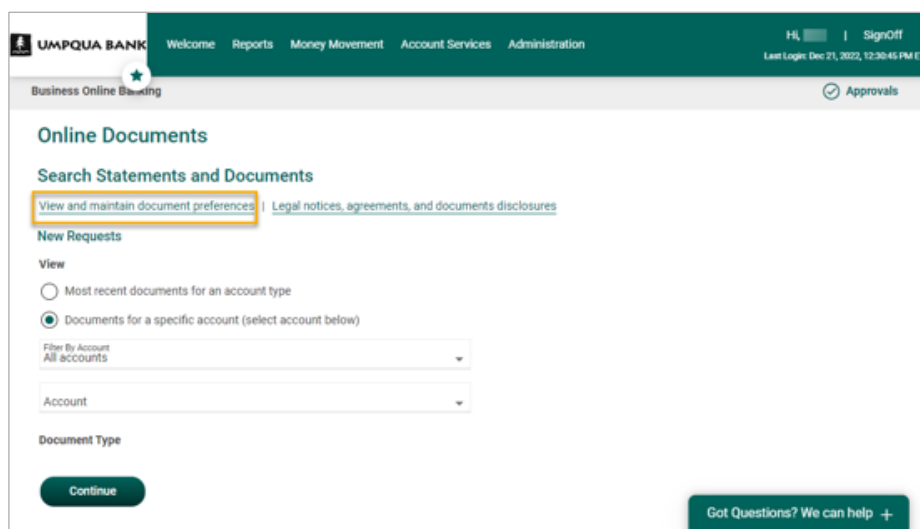
## Enrolling in Online Statements

Follow these instructions to enroll your accounts in Online Statements through Business Online Banking. If you need assistance, please contact our Transition Support Line at 1-833-961-3614.

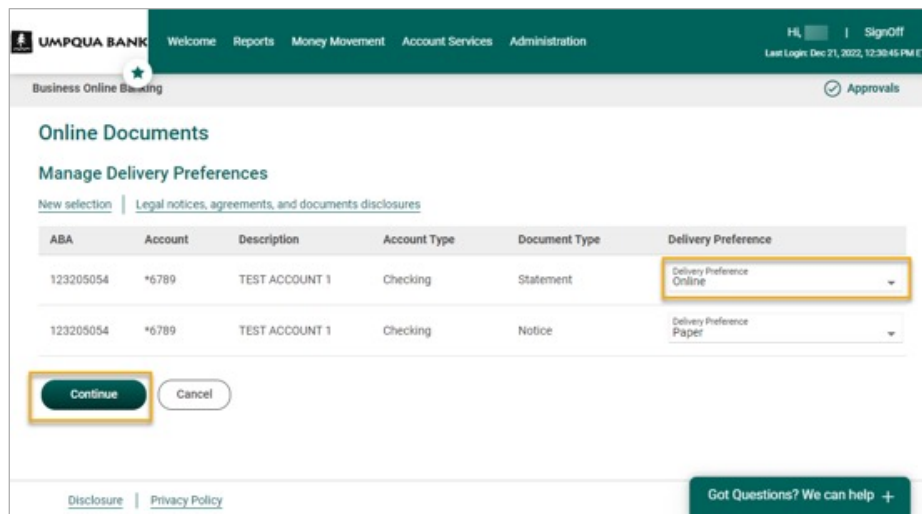
- 1 **Log into Business Online Banking from UmpquaBank.com.**  
Click on **Reports** in the header navigation and select **Statements and Documents**.



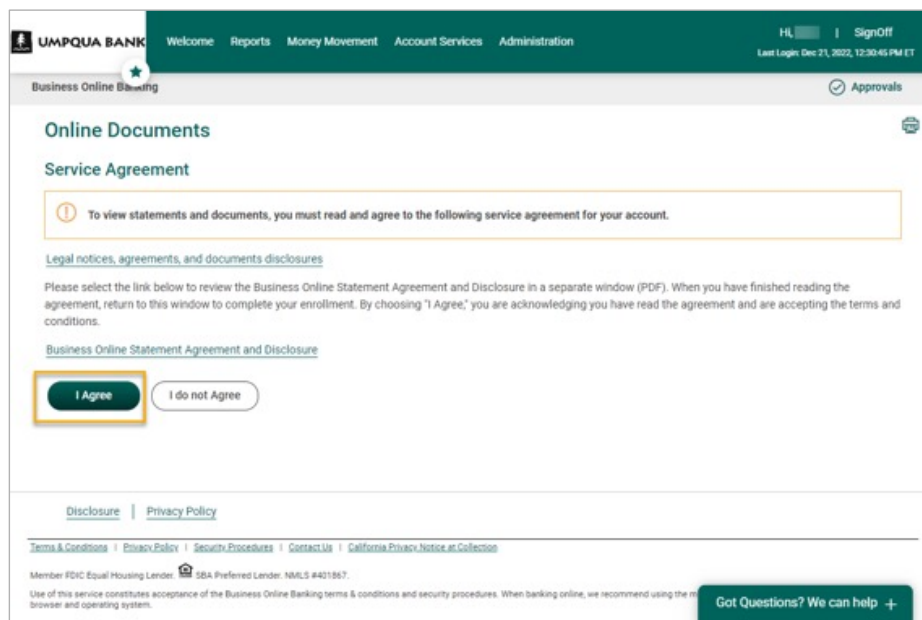
- 2 **Click the View and maintain document preferences link.**  
This will take you to the “Manage Delivery Preferences” page.



- 3 **Select “Online” from the dropdown under Delivery Preference.**  
Complete this for each account you want to enroll in Online Statements.  
Select **Continue**.



- 4 **Review the Business Online Statement Agreement and Disclosure.**  
Select **I Agree** to complete the initial enrollment.




**Note:** Only the initial online enrollment requires a company Administrator to agree to the Business Online Statement Agreement and Disclosure. When making subsequent statement delivery preference changes to “Online” you will click “Save Preferences”, as pictured below, to complete the enrollment.

UMPQUA BANK | Welcome | Reports | Money Movement | Account Services | Administration | Hi, [User] | SignOff

Business Online Banking | Approvals

### Online Documents

#### Verify Preferences

 You are updating the delivery preferences for these account documents. Documents with "Paper" delivery will no longer be available for online viewing.

[Make preference changes](#)

ABA	Account	Description	Account Type	Document Type	Delivery Preference
123205054	*3579	INTERNAL TEST	Checking	Statement	Online

[Disclosure](#) | [Privacy Policy](#)
Got Questions? We can help +