



HOW TO ENROLL IN ONLINE BANKING

- GO TO THE WEBSITE www.firstcommercebank.net
- CLICK ON THE **ENROLL** BUTTON
- FILL IN THE INFORMATION FIELDS WITH YOUR PERSONAL INFORMATION
- WHEN ENTERING ACCOUNT NUMBER DO NOT ENTER THE LEADING ZERO
- YOU WILL ASSIGN YOUR OWN USER NAME AND PASSWORD
- ONCE YOU HAVE SIGNED UP ON THE WEBSITE YOU CAN USE THE APP ON YOUR PHONE
- PASSWORD WILL NEED TO BE RESET EVERY YEAR AND YOU WILL RECEIVE AN EMAIL
- PASSWORD CAN ONLY BE CHANGED ON THE WEBSITE (NOT THE APP)

HOW TO ACCEPT EVUE STATEMENTS

- LOGIN TO ONLINE BANKING ON THE WEBSITE www.firstcommercebank.net
- CLICK ON THE TAB ON THE TOP LEFT LABELED **ACCOUNTS**
- FROM THE DROPDOWN MENU CHOOSE **ACCOUNT STATEMENTS**
- CLICK **VIEW STATEMENTS**
- A NEW WINDOW WILL OPEN WITH THE DISCLAIMER TO ACCEPT OR IF YOU HAVE A POP-UP BLOCKER, THE WINDOW MAY SAY “CLICK HERE IF NEW WINDOW DIDN’T OPEN” (CLICK THERE)
- THE DISCLAIMER WILL TELL YOU THAT STATEMENTS WILL NO LONGER BE MAILED
- TO ACCEPT, VERIFY YOUR EMAIL ADDRESS SHOWN AND CLICK THE **ACCEPT BUTTON**
- WHEN THIS ACTION IS COMPLETED BY THE CUSTOMER, EVUE CHECKING FEES WILL NOT APPLY