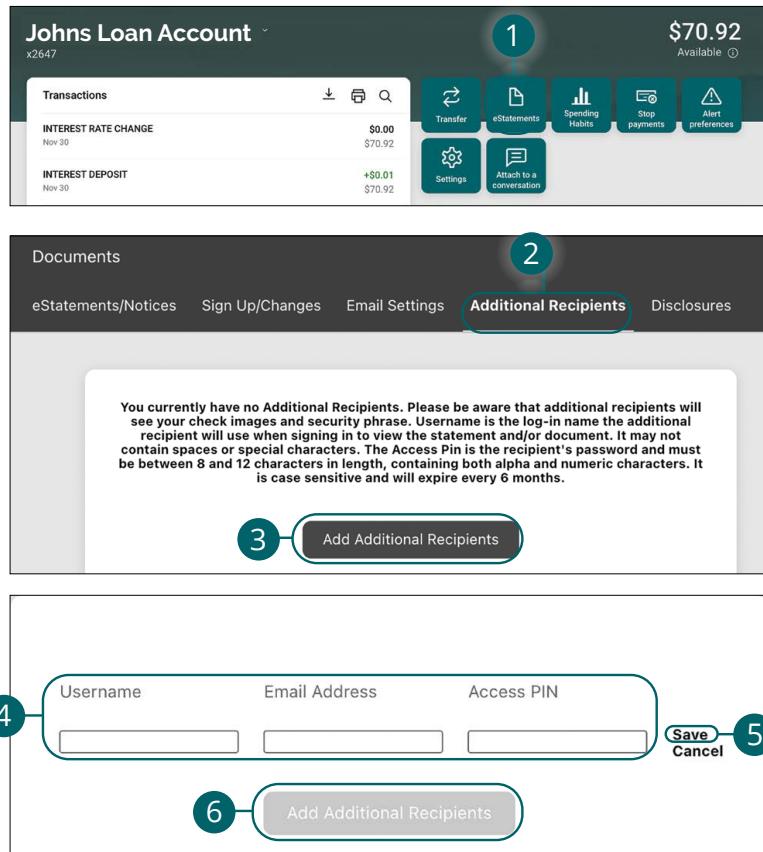


# Add Recipients to View Statements

We've made it easy to access your loan statements in our new loan platform. You'll receive an email notification when your statement is ready to view. Log in to your account on our loan platform and follow the steps below to allow up to three additional recipients (such as accountants) to view your statements.



In the **Accounts tab**, select an account.

- 1 Click the **eStatements button**.
- 2 Click the **Additional Recipients tab**.
- 3 Click the **Add Additional Recipients button**.
- 4 Enter a username, email address and access PIN for the additional recipient.
- 5 Click the "Save" link.
- 6 Click the **Add Additional Recipients button** and assign which documents the additional recipient should receive.

**Please contact us with any questions.  
We're here to help.**

866.641.3792 | [info@fswcf.org](mailto:info@fswcf.org)