



# Building a Sustainable Future: Paper-free Account Summary Statements

Sustainable business is smart business — that's business as usual for our clients.

Receiving account statements electronically is fast, efficient, eliminates unnecessary paper, and is also cost-free. Citi provides two convenient and complementary paper-free solutions for receiving account summary statements for your cash accounts in the U.S.

## CitiDirect® Statements on the Web

Our award-winning CitiDirect® Online Banking platform provides fast and secure access to account summary statements for the cash accounts you hold with Citibank branches in the U.S. via its easy-to-use reporting features.

- With CitiDirect Statements on the Web, you can: View, download and print bank statement reports directly from the CitiDirect Online Banking platform
- Download account summary statements in a choice of formats (RTF, PDF or HTML) for printing

- Pair bank statement reports with Automated File and Report Delivery (AFRD), to have statements automatically e-mailed to up to ten different e-mail addresses
- Grant report access to an unlimited number of authorized users. (Access is granted to CitiDirect users by your organization's designated Security Manager.)

## e-Statements

Our e-Statements solution provides immediate access to your account summary statements for cash accounts via an e-mail at the end of the reporting period. e-Statements are delivered

## DID YOU KNOW?

*Newsweek magazine listed Citi as*

## America's Greenest Bank

For the second straight year, Newsweek listed Citi as the #1 U.S. bank in its 2011 Green Rankings, honoring our contribution and performance to protecting the environment through our operations and business.

Sign up today!

[gopaperfree.transactionservices.citi.com](http://gopaperfree.transactionservices.citi.com)

**Need more information? Have questions?**

**Please contact your Citi Client Manager.**

## Transaction Services

directly to designated inboxes and can then be stored locally for easy, convenient, anytime access.

With our e-Statements service your account summary statements:

- Are delivered in PDF format via secure password-protected e-mails
- Are e-mailed once per reporting period
- Can be sent to five different e-mail addresses associated with a single account
- Are distributed via multiple e-mails if the file size per statement exceeds three megabytes, or approximately 1,500 pages

### A Commitment to Sustainable Business

Paper-free account statements are just one example of our company-wide sustainability initiatives to protect the natural environment

Service	Paper	Paperless
Basic	4 Days	3 Days
Partials	5 Days	3 Days
Full	6 Days	5 Days
Match Pay	5 Days	4 Days
SDR	5 Days	5 Days
SIMMS	6 Days	5 Days

on which we all depend.

For more information, please contact your Citi Client Manager.

### Benefits at a Glance

- Fastest access to all of your account statements
- Eliminates unnecessary paper
- Multiple delivery choices: CitiDirect Statements on the Web or e-Statements
- Easy sign-up and implementation
- Efficient electronic delivery
- Online, real-time availability
- Environmentally friendly
- Reduces your carbon footprint
- Zero cost

	e-Statements	CitiDirect Statements on the Web
<b>Document Format</b>	PDF	<ul style="list-style-type: none"> <li>• PDF</li> <li>• RFT</li> <li>• HTML</li> </ul>
<b>Delivery Method</b>	E-mailed to designated inboxes	Can be pulled on demand
<b>Frequency</b>	E-mailed once per reporting period and can be stored on your computer for future use	Can be pulled as many times as needed per month and can be stored on your computer for future use
<b>Ideal For*</b>	Organizations looking to convert from paper to electronic statements	Organizations that use CitiDirect Online Banking
<b>Sign-Up Process</b>	Download the registration form from the designated U.S. paper-free web page: <a href="http://www.citibank.com/transactionservices/home/gopaperfree/usa/index.jsp">http://www.citibank.com/transactionservices/home/gopaperfree/usa/index.jsp</a>	Contact the CitiDirect Security Manager in your organization to get started. Then, download the paper suppression form from the designated U.S. paper-free web page: <a href="http://www.citibank.com/transactionservices/home/gopaperfree/usa/index.jsp">http://www.citibank.com/transactionservices/home/gopaperfree/usa/index.jsp</a>

\*CitiDirect Online Banking users are encouraged to sign up for e-Statements and also gain entitlements to the CitiDirect Statements on the Web solution.

**“Sustainability and efficiency are two sides of the same coin.”**

Francesco Vanni d’Archirafi  
Chief Executive Officer  
Citi Transaction Services

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