

How to...

Access Statements & Confirms

1 - Log In

Access From Email

Click on the View Confirm link within the trade confirmation email. Once you are logged in to the site, you will be redirected to the confirm that is available to view.

View Confirm

Login

Username

[Forgot your Username?](#)

Password

[Forgot your Password?](#)

Remember me next time

Access From Website

Click on the Securities Accounts tab, then click Documents. You can filter by account and document type.

Dashboard View/Buy Manage Orders Manage Positions **Securities Accounts**

Positions Activity Balances **Documents**

Documents For Security Accounts

Filters

Account 99999999 - ABC bank

Selected Accounts: 99999999 - ABC bank

Document Type Statement

Statement Date December 2019 to January 2020

2 - Select

Under Document Type, use the drop-down menu to select either a statement or confirm you would like to download and view.

Document Type Statement

Statement Date Statement

Confirm

3 - Filter

Each document type has different criteria to narrow the search scope and retrieve the appropriate documents. Once you are finished, click submit.

Document Type Statement

Statement Date December 2019 to January 2020

Document Type Confirm

Trade Date 12/31/2019 To 1/31/2020

Enter a Date Range

CUSIP

Transaction All

4 - Download

Line items matching your criteria will populate below. Click View to download (Trades made on the same date will appear on one confirm).

Statement -- Statement Date 12/01/2019	<input type="button" value="View"/>
Confirm -- Revision Date 01/27/2020	<input type="button" value="View"/>
CUSIP 065680QA1 3133ELKJ2	Issue BANK OF THE WEST SAN FRANCISCO FEDERAL FARM CR BKS CONS