F&M FARMERS & MERCHANTS BANK
OF NORTH DAKOTA
est. 1917

ONLINE BANKING ENROLLMENT FORM

Log On To: www.fmbnd.com

Select: Click Here To Log In   on the upper left of screen

Select: Set Up Your Info   in the orange area

Enter Account Number: _____

This is **not** your checking account number. It is a special account number assigned by the bank. **Please call us to receive this number.** (Tolna 701-262-4211 or McVille 701-322-4324). You may change it to another word or number of your choosing once enrolled.

Password: Enter last 4 digits of social security number (or business tax ID number). You will select your own unique password at a later time.

Random Code: Type in the exact code as shown. (Be sure CAPS lock is Off)

Select: Next

Read and accept the disclosure: "I Accept"

Answer 3 Security Questions: You may use the pre-written questions or create your own

Select: Next

Security Key: This can be your name, nickname, etc. As an added layer of site security, it will appear on the pages you visit while logged onto www.fmbnd.com

Email: Enter your email address (only one email address)

Select: Finished

Password Change: Set up new password
-          8 digits **only** (Longer passwords will be rejected at future log-in's)
-          One capital letter
-          One special character
-          The following special characters are not allowed   @   +   _

Select: Submit

Select: Click Here to Access Account Information

You have successfully completed the online banking enrollment process. If any of the accounts you hold with us are not shown, please call us and we will enable those accounts.

Special Notes:
To change the bank-assigned Account Number to one you remember: Once you have activated the above bank-assigned Account Number and completed the enrollment process above, you may change the Account Number to one you will remember by doing the following:
1. Go to: Options Tab
2. Click on: Account Information
3. Page down to bottom of page
4. Go to: Alternate Log In
5. Type in a *number or a word* you will remember. It must be at least 5 characters or more
6. Submit
7. Confirm

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E-STATEMENT FORM

When you enroll for online banking, your bank statement will come to you via your online banking account. You will be sent an email when your bank statement is ready to view. *There is a one-time procedure you must complete before the E-Statement option will work for you.* **OPTING IN FOR E-STATEMENTS WAIVES THE $1 PER MONTH SERVICE CHARGE FEE ON YOUR CHECKING ACCOUNT.**

Log On To: www.fmbnd.com

Highlight: Accounts Tab

Select: E-Statements Opt-In

Scroll down and Read E-Statement Terms

Select: Accept E-Statements
(Please read the fine print next to the Accept E-Statements and Decline E-Statements buttons)

Follow computer prompts as shown on screen. These steps ensure that you will be able to open and view your bank statement from online banking)
1. Select: Get File button
2. A new window will open with a word on it. Remember this word or write it down
3. Return to the enrollment page that should still be open on your internet browser
4. Enter the word from the previous screen into the box   Text From File
5. Your email address defaults in. You can change it if needed

Select: Confirm

Select: Log Out

Next time a bank statement is created, an "E-Statement" link will appear on the left of your screen. These statements are available online for one year. Statements can be printed or saved to your computer/device.

NEED TO CONTACT THE BANK WITH PERSONAL ACCOUNT INFORMATION?

If you need to contact the bank with any personal information such as account numbers, social security numbers, etc., please do so with the instructions below. Using the regular email address under the Contact Us tab is not considered secure email. Please use the following method to ensure secure communications:

Select: Options Tab

Select: Secure Messaging

Thank You For Using Online Banking

Tolna, ND 58380	McVille, ND 58254	Binford, ND 58416
PO Box 405	PO Box 305	PO Box 205
701-262-4211	701-322-4324	701-676-2411

www.fmbnd.com