View a Cardholder Statement

You can use this quick reference guide as a fast reminder of the basic steps for viewing a cardholder statement in Access[®] Online.

Viewing your statement in Access Online is simple. If you have access to more than one account, you can view the statements for each account you have access to.

Transaction Management Account Information	Message from U.S. Bank
Reporting My Personal Information	Welcome!
Home Contact Us	You are viewing Access Online, the latest innovation in our complete set of co Online is a web-enabled program management and reporting tool offering a easily configured and deployed to meet the unique needs of our clients. Our implement the features and functionality that best support and/or enhance the
	Access Online hamesses the power of the Internet within a secured environmatic access to their payment solutions anytime, anywhere.
	When our clients are ready, so is Access Online.

1. Select the Account Information highlevel task.



2. Click the Statement sub-task or the Cardholder Statement link.



- 3. Select a cycle from the drop-down list.
- 4. Click the View Statement button.



The statement opens as a PDF file in a new window. You need Adobe[®] Acrobat Reader to view statements.

Learn More: For more detailed information, refer to the Viewing Statements web-based training lesson and user guide available at:

https://wbt.access.usbank.com

Contact your manager for the most current passwords.

The WBT also has a glossary available.

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