



Electronic Tax Documents Delivery

Through *RBC Wealth Management Online*, you can choose to receive your RBC Dominion Securities tax documents electronically as soon as they become available, instead of waiting for paper copies to arrive in the mail.

Tax documents are available as of the 2018 tax year and will be archived online for seven years, provided the account remains open.

Here are a few key benefits of receiving tax documents electronically:

- Secure document storage
- Faster delivery time than with mail delivery
- Reduction in the use of paper

To enroll for eTax:

- Log in to *RBC Wealth Management Online*
- Click on your name in the top right corner and click “Settings.”
- You can then select eDocuments on the “Document Delivery” tab. There, you’ll see a list of your accounts and the delivery type for each document type.
- To switch everything to eDocuments, click the “Switch All to Electronic” button.
- Or, click on the “Delivery Type” dropdown beside any of the document types individually and select “Electronic Delivery” as desired.

- Once you've made your changes, click "Save Changes" at the bottom of the page.
- Next, please read the important Terms and Conditions. If you agree, tick the checkbox by "I have read and agree to be bound by the Terms and Conditions presented above" and click "Submit."

That's it! You're now ready to start viewing your eDocuments whenever you like.

Get notified when you have a new eDocument

We're also happy to email you whenever you have a new eDocument – it's up to you. Here's how:

- Click on your name in the top right corner and click "Settings."
- Enter your email address and click "Save Changes".
- Make sure you do not tick the checkbox under eDocument Notifications.
- Then click "Save Changes".

You're all set! You will receive an email letting you know when there's a new eDocument ready.

RBC Dominion Securities Inc.