Wealth
Management

How to view your eDocuments and receive notifications

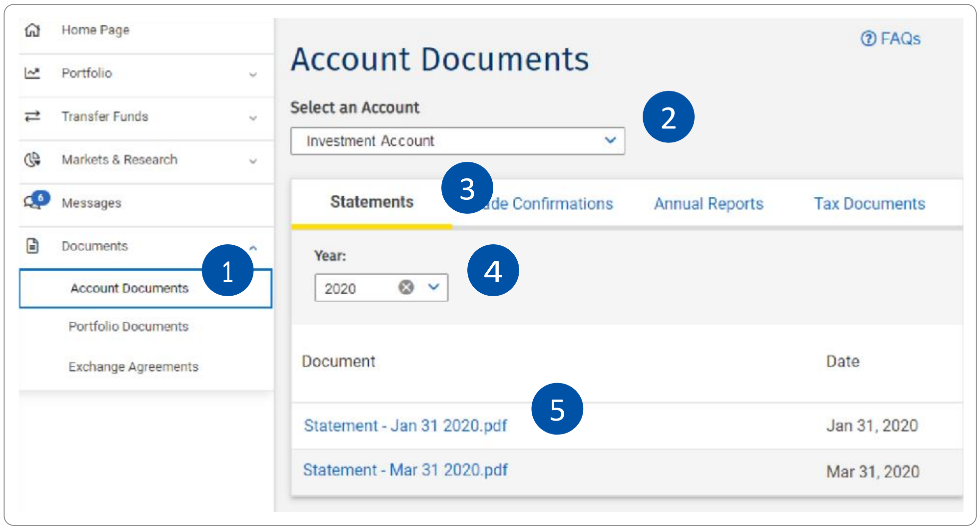
View your eDocuments quickly and easily

Go to www.rbcds.com, and "Sign in" (top right corner) using your 16-digit client card number and password. If you don’t know your client card number, please call Dan at **519-675-2037** or email **dan.boyd@rbc.com**.

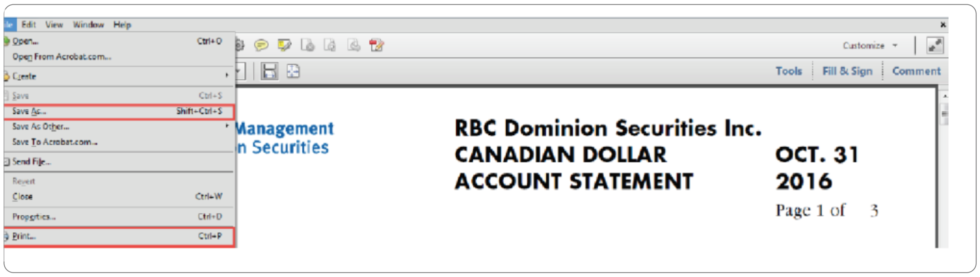
To access **Statements**, **Annual Reports**, and **Tax Documents**, Click “Documents” and “Account Documents” (1) on the left-hand navigation.

Select an account from the dropdown menu (2), the document type (3) and then the desired year (4).

Click on any of the documents (5) you want to open. If you want, you can save or print them. The documents are in Adobe PDF format, so you will need Adobe Reader to view them. If you don’t have it already, you can download it for free at: **https://acrobat.adobe.com/ca/en/acrobat/pdf-reader.html**.

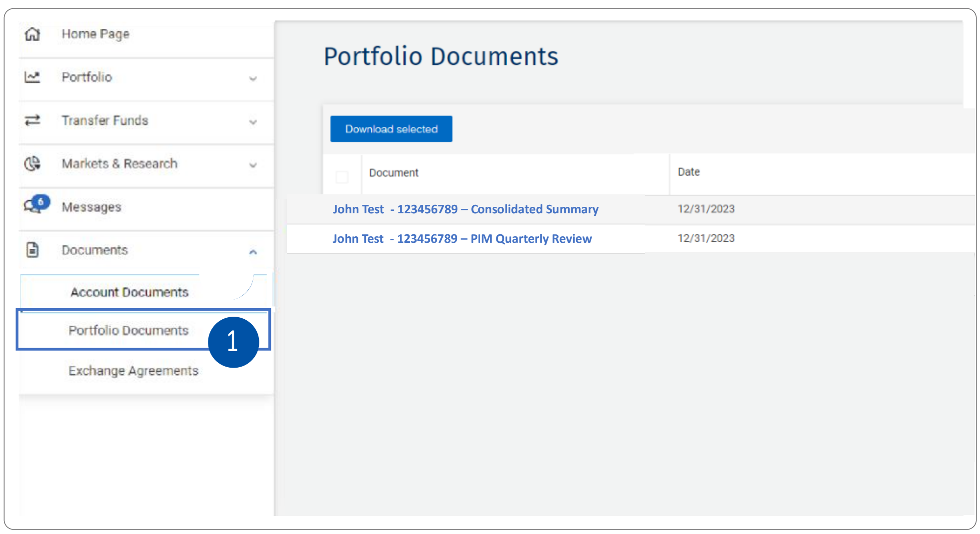


From the menu bar, you may choose to save the PDF on your personal computer or print a copy for your records.



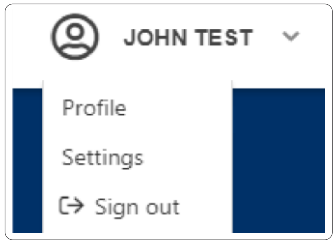
To access **Quarterly Reports**, Click “Documents” and “Portfolio Documents” (1) on the left-hand navigation.

Select the document you want to view / download and click “Download Selected”. If you want, you can save or print them.

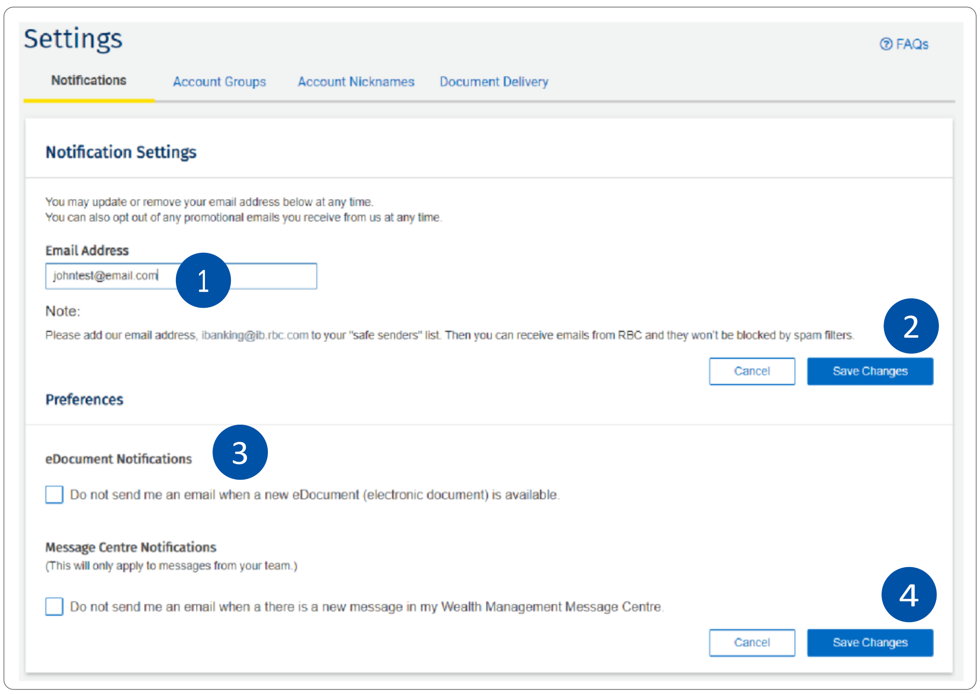


Get notified when you have a new eDocument

We're 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 (1) and click "Save Changes" (2). Make sure you do not tick the checkbox under eDocument Notifications (3). Then click "Save Changes" (4).



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

RBC Wealth Management