

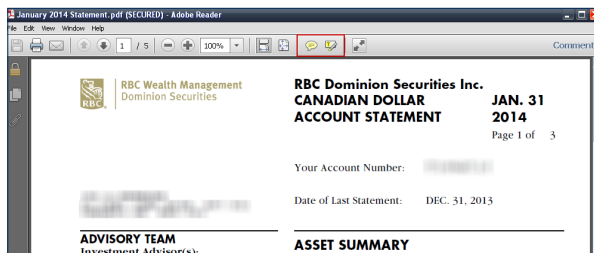
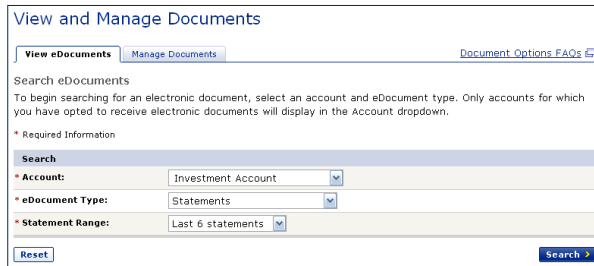


# HIGHLIGHT AND ANNOTATE YOUR eSTATEMENTS

You can now add your own notes or highlight text on eStatements. This is especially useful if you normally write notes on your paper statements. Simply open the eStatement and use the “Add Sticky Note” or “Highlight Text” buttons in Adobe Reader. Once the notes have been added, you can print the PDF or save it to the appropriate folder on your computer.

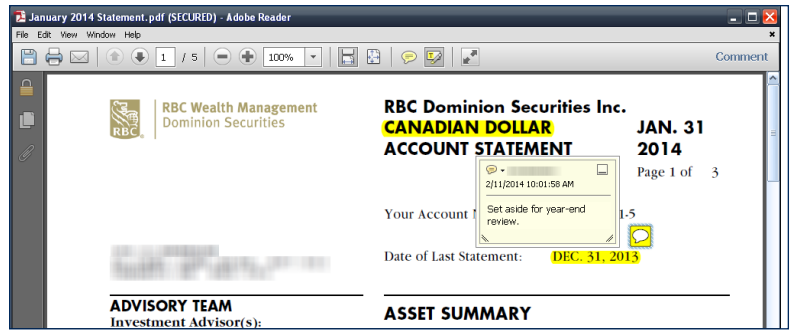
## HERE'S HOW YOU CAN DO IT

1. Log on to DS Online via [www.rbcds.com](http://www.rbcds.com), RBC Royal Bank Online Banking or through your Advisor's website. If you don't remember your ID/password, please speak with the DS Online Helpdesk at 1-888-820-8006. If you don't have access to DS Online, please speak with your Investment Advisor for assistance.
2. Once you've logged in to your DS Online session, click on the “View and Manage Documents” link under the “My Accounts” tab.
3. From the “View eDocuments” tab, locate your most recent eStatement. Please note, this functionality was introduced starting with the January 2014 statement.
4. When you open the eStatement, you'll notice two icons. The first is to add a note and the second is to highlight text.

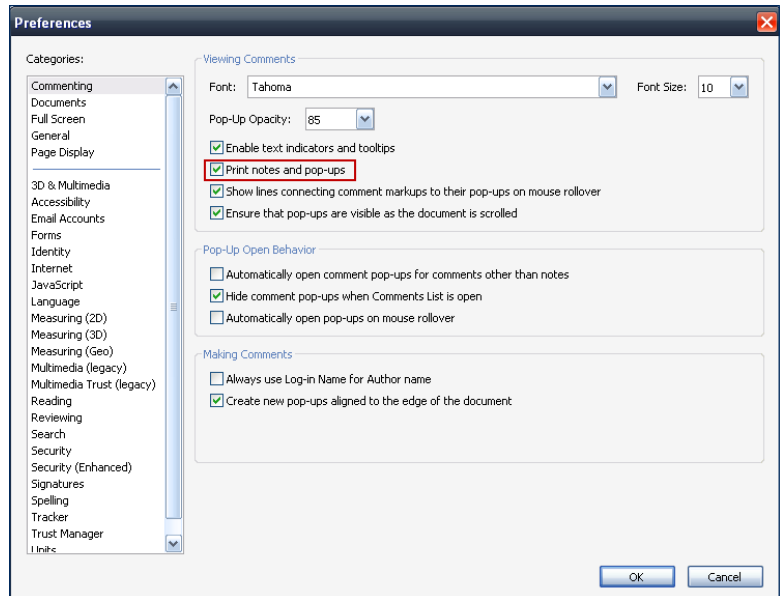


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5. With these options, you can add a note or highlight text. Here's an example:



6. You can save the PDF on your computer or you can print it with your comments intact. Before printing, make sure that you've enabled the printing of comments first. Go into "Edit", "Preferences" and then "Comment" to tick the "Print notes and pop-ups" option.



7. When clicking on "Print", you'll be presented with a print preview along with several options. Make sure that "Document and Markups" is selected in the "Comments & Forms" dropdown. This will enable you to print your comments on top of your eStatement.

