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From time to time, Peoples Bank (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the electronic signature service. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the electronic signature service.

#### **Getting Paper Copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print any open or signed documents sent to you through the electronic signature service using the PDF and Print icons. You may also be emailed Portable Document Format (pdf) copies of all agreements you sign using the electronic signature service via software such as Adobe Acrobat Reader. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged according to the schedule of fees if applicable. You may request delivery of such paper copies from us by following the procedure described below.

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If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. However, you must inform us of your decision to receive future notices and disclosures in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

## **Consequences of Changing Your Mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we may need to first send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the electronic signature service to receive required notices and disclosures electronically from us or to electronically sign documents from us.

## All Notices and Disclosures Will Be Sent to You Electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the electronic signature service all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of you electing not to receive delivery of the notices and disclosures electronically from us.

# **How to Contact Peoples Bank:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows: (1) e-mail us at <a href="mailto:onlineservices@peoplesbanknc.com">onlineservices@peoplesbanknc.com</a>, or (2) calling Peoples Bank at: (877) 802-1212, or (3) writing to: Peoples Bank, Customer Service Center, P O Box 467, Newton, NC 28658

#### To Advise Peoples Bank of Your New Email Address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send a secure message through online banking and in the body of such request you must state: your previous email address and your new email address. You may also call Peoples Bank at (877) 802-1212 to change your email address.

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Use of the service requires a standards-compliant web-browser which supports the HTTPS protocol, HTML, and cookies. Viewing PDF documents requiring additional software such as Adobe Reader or similar (or Adobe Acrobat Reader or similar software might be required to view PDF files).

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