# Online Access: e-Delivery User Guide

e-Delivery reduces paper mail and makes keeping track of important documents simple. e-Delivery is now available for the following documents: account statements, trade confirmations, notices & disclosures and tax documents.

This guide is intended for clients who are already enrolled in Online Access. For steps on how to enrol in Online Access and e-Delivery, please see the Online Access Client Enrolment User Guide.

Here's how you can sign-up for e-Delivery through your Online Access account.
Log in to Online Access at **edwardjones.ca/login.**

Once you are logged in, click on **Settings** located near the top right of the page.
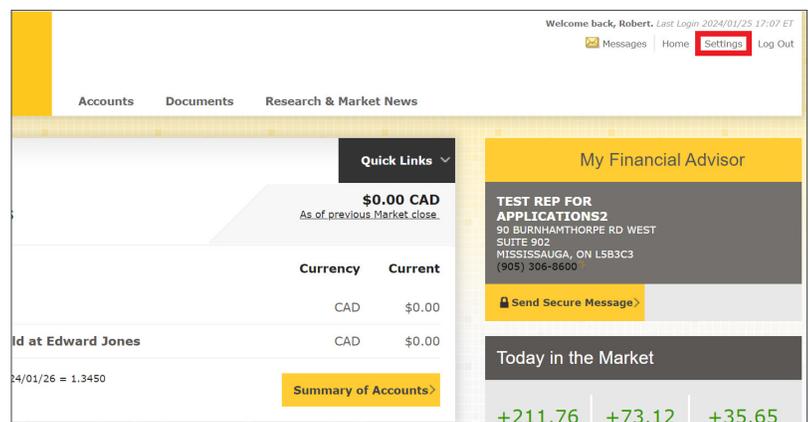
Under the **Document Delivery Settings** heading, select **Manage**.
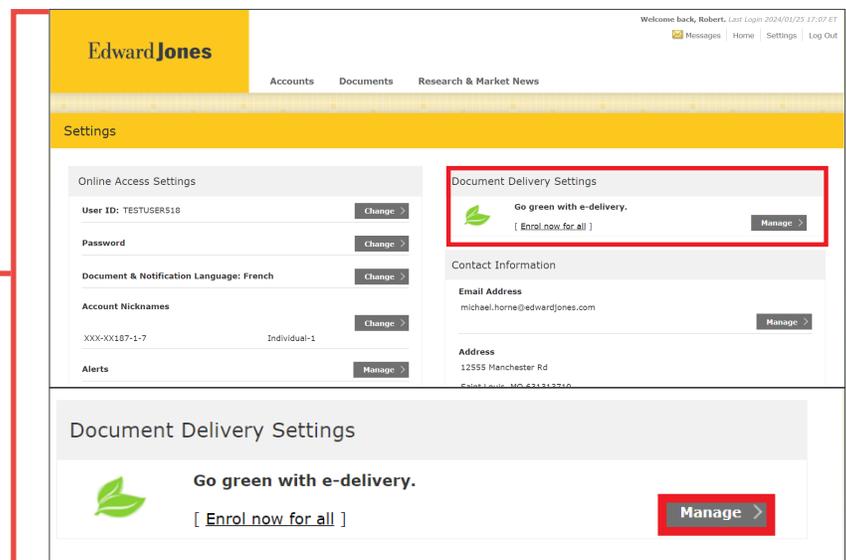
The **Document Delivery Options** page will open.

Next, you will be required to read the e-Delivery **Terms and Conditions.**

Check off the box for **Select e-Delivery for all documents** to automatically enrol all of your accounts in e-Delivery or use the individual check boxes to customize your preferences by account.

After you have read the Terms and Conditions, click the box **"I have read and agree to the Edward Jones consent to e-Delivery"** at the bottom of the page.

Next, click on the **Submit** button.

A pop-up window will confirm your **preference change.**

You will now receive all the selected documents electronically.

If you encounter any issues during this process, please contact **Online Client Support** at **1-866-788-4880** or your branch.