

## Download Invoices and Official FDIC Correspondence

Go to: <https://www.fdicconnect.gov>

- Sign-in
  - Press Continue
  - If the "Assessment Statement/Official Correspondence" is turned on, go to Step 1 below
  - Select "Coordinator Functions" from the FDICconnect Business Center Menu
  - Select "Manage Transactions"
  - Click on the radio button (in the select column) next to "Assessment Statements/Official Correspondence"
  - Click the "Manage Transaction Users" button at the bottom of the screen
  - Select "Execute" in the "Privileges" column next to your name
  - Click the "Update Privileges" button at the bottom of the screen
  - Select "Menu" (located in the upper right corner) to return to the Business Center Menu
1. Select Deposit Insurance Assessment
  2. Select Assessment Statements/Official Correspondence
  3. For invoices, click the tab "Assessment Invoices" and then click on the first blue underlined invoice number for your most recent invoice
  4. For correspondence, click either the tab "Official Correspondence" or "Email Correspondence" and then click the item you wish to download

If you need assistance, please contact the FDICconnect Helpdesk at 877-275-3342 (Select Option 5) or 703-516-1069 or email [fdicconnect@fdic.gov](mailto:fdicconnect@fdic.gov).