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| Secure Messaging Quick Reference Card | |
| Desktop – Register and open a secure message | |
| Open the Secure Message to display the Welcome Message and the securedoc.html attachment. Click on the securedoc.html file attachment. | Your First PostX fmaill Image: Second Se |
| Follow the prompts (Download, Save, Open, Run) to view the Secure Message Envelope. | Mail AttAccompate More Do you want to open this file? Image: securedoc.html Image: securedoc.html Image: securedoc.html Image: securedoc.html Image: cancel Image: securedoc.html Image: cancel< |
| Enter your password and click Open. OR If prompted to register, click the REGISTER button on the Secure Message Envelope to enroll with the Bank of America Secure Email service. | Fank of America Image: Construction of Construct |
| Complete the online registration. Password must be a minimum of eight characters and contain both letters and numbers. When complete, click the REGISTER button. A confirmation notice displays registration was successful. Return to the Secure Message Envelope. Enter your newly created password and click the Open or Open Online link. | Bank of America ************************************ |
| For further support, read the full Recipient | Image: Secure Messaging Site: http://securemsg.bankofamerica.com |
| Guide on the Secure Messaging Site OR Contact Customer Support | Email: <u>sendsecure.support@bankofamerica.com</u> Phone: 866.765.0732 (U.S.) Hours: Sunday 9:00 PM – 11:59 PM Monday-Thursday 12:00 AM - 6:00 PM and 9:00 PM – 11:59 PM Friday 12:00 AM – 6:00 PM Eastern Time |