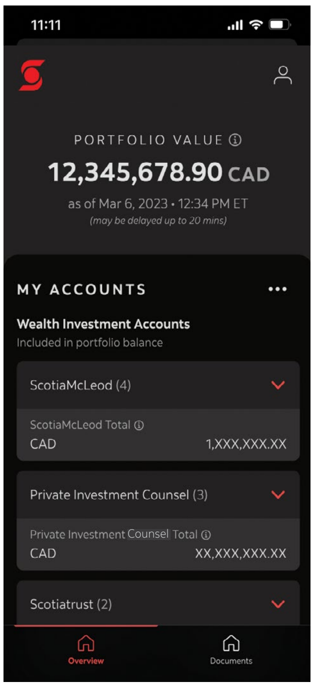
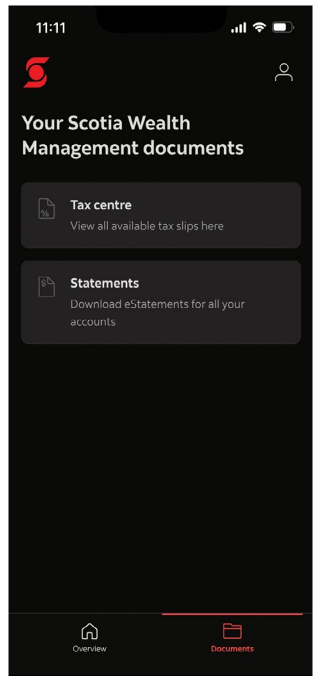
SCOTIA WEALTH MANAGEMENT MOBILE APP: DOCUMENTS AND DOCUMENT DELIVERY PREFERENCES

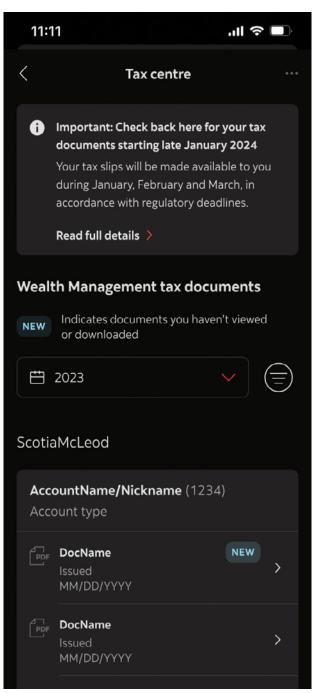
THE SCOTIA WEALTH MANAGEMENT MOBILE APP ALLOWS YOU TO ACCESS TAX DOCUMENTS AND STATEMENTS EASILY. PAPERLESS DELIVERY OPTIONS ARE ALSO AVAILABLE FOR EACH OF YOUR ACCOUNTS.



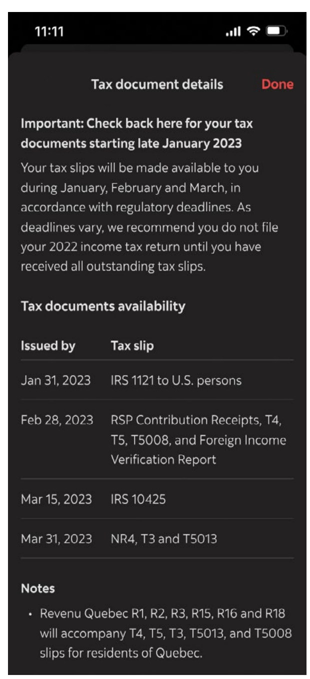
Step 1: Tap **Documents** in the bottom navigation bar.



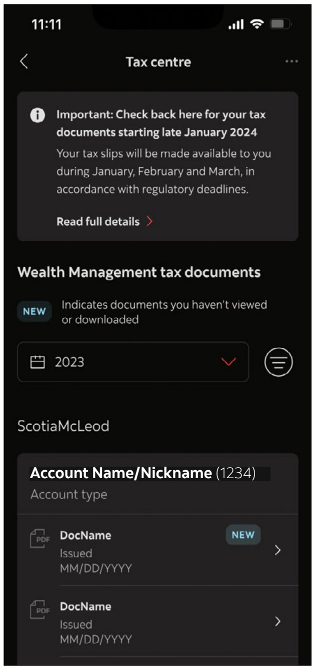
Step 2: Tap **Tax centre**.



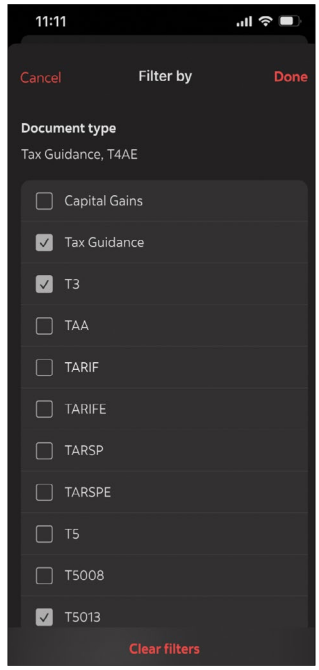
Step 3: Tap **Read full details** to view tax document availability dates. Tap **done** when finished.



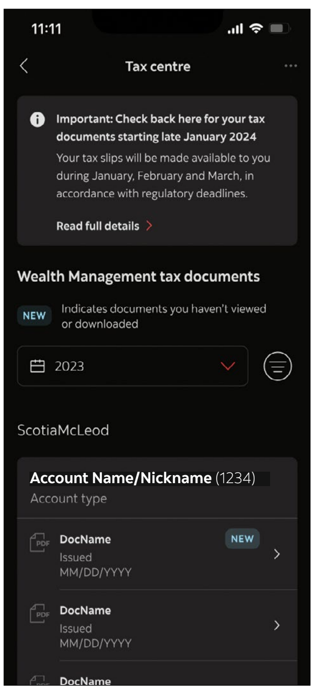
Step 4: Scroll down and select the tax year you wish to view in the drop-down, tap to select a document to open.



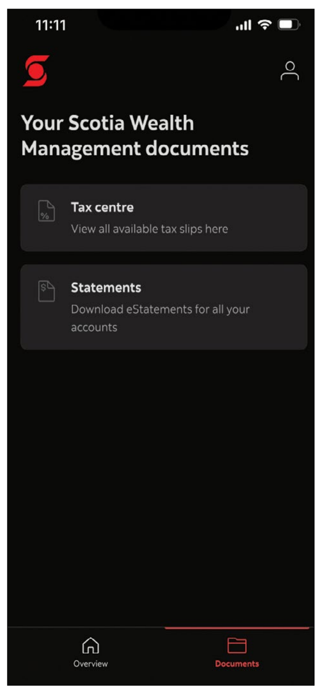
Step 5: To find specific documents, tap the **filter icon** to the right of the date drop-down menu, select the documents you want and then tap **done**.



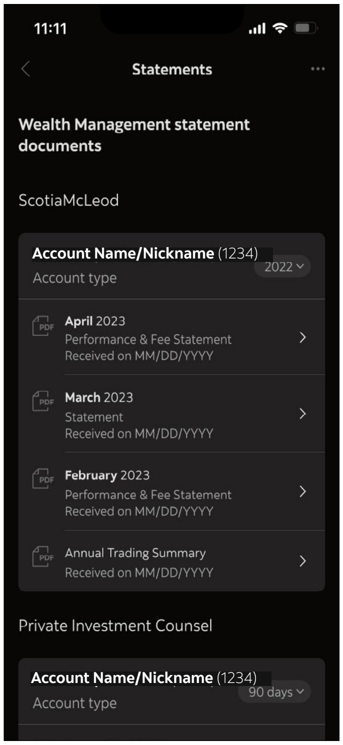
Step 6: Select all tax documents you would like to display by tapping the checkboxes next to each tax document type.



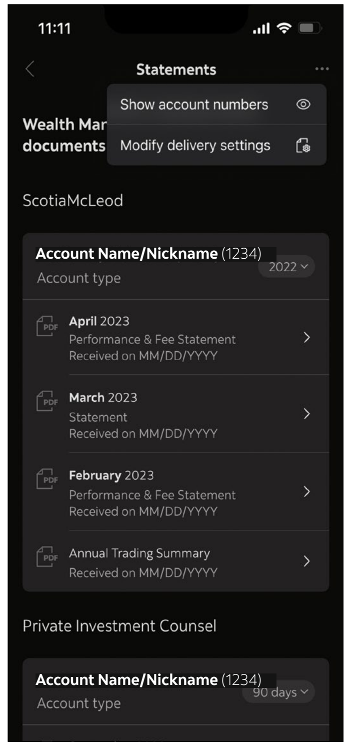
Step 7: Tap the **back chevron** at the top to the left of the Tax centre heading to go back to the documents menu. Tap **Statements**.



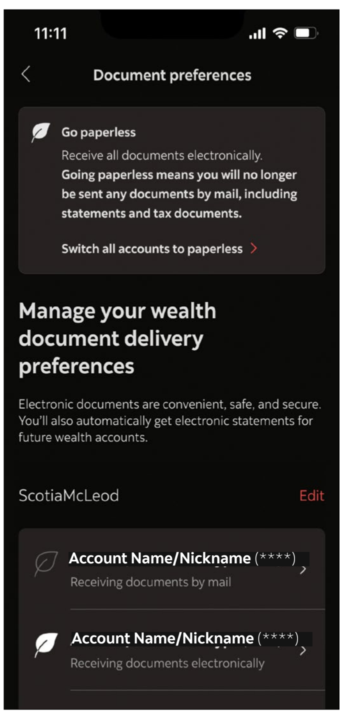
Step 8: Once in statements, tap any document that you wish to view.



Step 9: Tap the **three-dot menu** on the top right.



Step 10: Tap **Modify delivery** settings to change document delivery preferences.



Step 11: If you prefer paperless documents, you can tap **Switch all accounts to paperless** to change document delivery preference for all accounts.

To change each account individually, tap the account to select and change your delivery preference for that account.

Scotia Wealth Management.