

How to Sign Up for ePost with a TD Bank Account

1. Sign into your TD Easyweb account on the TD Canada Trust Website:
<https://easyweb.td.com/waw/idp/login.htm?execution=e1s1>



The image shows the TD EasyWeb login page. At the top, it says "EasyWeb" and "Login to our secure financial services site". Below this is a login form with the following fields and options:

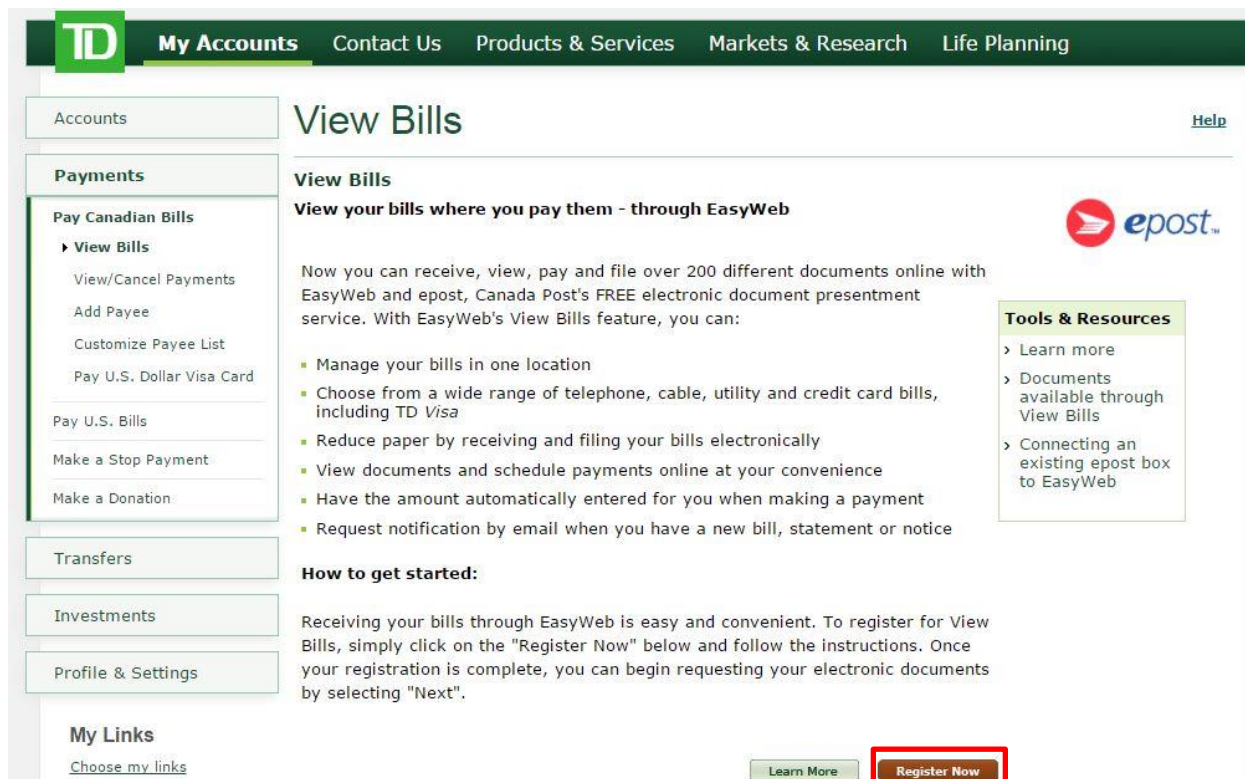
- Username or Access Card** (no spaces): A text input field.
- Description (Optional)**: A text input field.
- Remember me**: A checkbox.
- Password**: A text input field.
- Login**: A blue button.
- Forgot your Username or Password?**: A link below the password field.

2. Once signed in you will be on the My Accounts home page. Click Payments, then View Bills on the left hand margin.



The image shows the "Pay Canadian Bills" page on the TD My Accounts website. The page has a green header with the TD logo and navigation links: "My Accounts", "Contact Us", and "Products & Services". On the left, there is a sidebar menu with "Accounts" and "Payments" (highlighted with a red box). Under "Payments", there is a sub-menu with "Pay Canadian Bills" and "View Bills" (highlighted with a red box). The main content area is titled "Pay Canadian Bills" and features a progress bar with three steps: "1 Select Payee", "2 Payment Details", and "3 Verification". Below the progress bar, there is a text box with the text: "To pay one or more payees, check the box beside each payee you want to pay then select **Pay selected** payees. Choose the account you want to make payment from in the next step." There is also a link for "APR 2.29% 3-Year Fixed Rate. Start house" and a "Start house" link.

3. Click Register Now to sign up for an ePost box.



The image shows the "View Bills" page on the TD My Accounts website. The page has a green header with the TD logo and navigation links: "My Accounts", "Contact Us", "Products & Services", "Markets & Research", and "Life Planning". On the left, there is a sidebar menu with "Accounts" and "Payments" (highlighted with a red box). Under "Payments", there is a sub-menu with "Pay Canadian Bills" and "View Bills" (highlighted with a red box). The main content area is titled "View Bills" and features a "View Bills" section with the text: "View your bills where you pay them - through EasyWeb". Below this, there is a paragraph: "Now you can receive, view, pay and file over 200 different documents online with EasyWeb and epost, Canada Post's FREE electronic document presentation service. With EasyWeb's View Bills feature, you can:" followed by a list of benefits:

- Manage your bills in one location
- Choose from a wide range of telephone, cable, utility and credit card bills, including TD Visa
- Reduce paper by receiving and filing your bills electronically
- View documents and schedule payments online at your convenience
- Have the amount automatically entered for you when making a payment
- Request notification by email when you have a new bill, statement or notice

Below the list, there is a "How to get started:" section with the text: "Receiving your bills through EasyWeb is easy and convenient. To register for View Bills, simply click on the 'Register Now' below and follow the instructions. Once your registration is complete, you can begin requesting your electronic documents by selecting 'Next'." There is a "Learn More" button and a "Register Now" button (highlighted with a red box). On the right, there is a "Tools & Resources" section with a list of links: "Learn more", "Documents available through View Bills", and "Connecting an existing epost box to EasyWeb".

- If you are new to ePost you will need to set up an ePost box. Select the "I need an ePost Box" option. Click Next.

TD Canada Trust

[View Bills](#) [Help](#)

Register

Step: 1 of 3

EasyWeb's View Bills service is now offered by epost, a division of Canada Post. To receive your documents electronically through EasyWeb, you need to have an epost box connected to your View Bills profile.

Your epost box is a free and secure, virtual mailbox where your documents will be delivered to you electronically.

I need an epost box

I already have an epost box

- Create your ePost box account. Create your Username, password, and ePost security question for this account. Click Next.

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[View Bills](#)

Register

Step: 2 of 3

Please select an epost username and password. You won't be asked to enter this information when viewing your documents here, but you will need it to sign in to epost directly, or to link this mailbox to another financial institution.

Username Choice: Maximum 32 characters, no spaces. Do not use your card number.

Password: Password must be 8-32 characters and contain both upper and lower case, and either a number, and/or a special character. Do not use your online banking password.

Confirm Password:

Please create a Security Question and Answer for your new epost box. epost will use this information to confirm your identity should you require their assistance in the future.

[Creating an effective Security Question and Answer](#)

epost Security Question:

Answer:

By clicking "Next", you are agreeing to [ePost's Terms and Conditions](#).

Please Note: A notice containing your epost User Name, Security Question and Answer will be sent to you through View Bills. This information will only be required if you log in to your mail box through the epost Web site.

[Legal Information](#) | [Browser Specifications](#) | [Privacy](#) | Canada Post Corporation

- You are now signed up for an ePost box. Now you need to add Saint John Energy as a Mailer. Click the Next button.

TD Canada Trust

[View Bills](#)

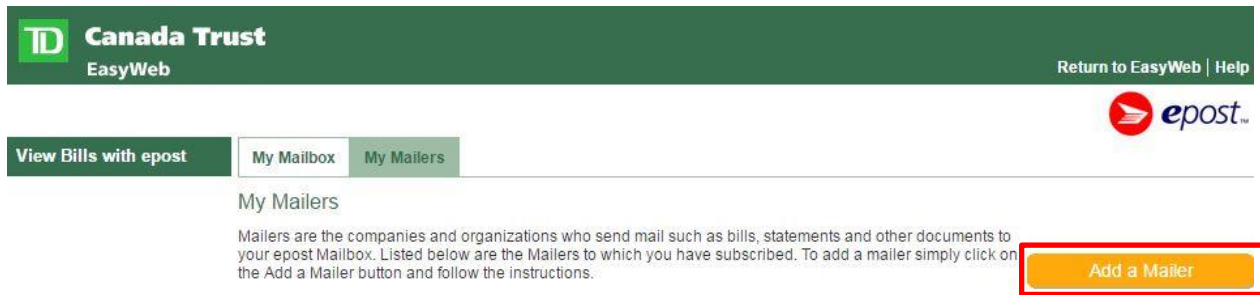
Register

Step: 3 of 3

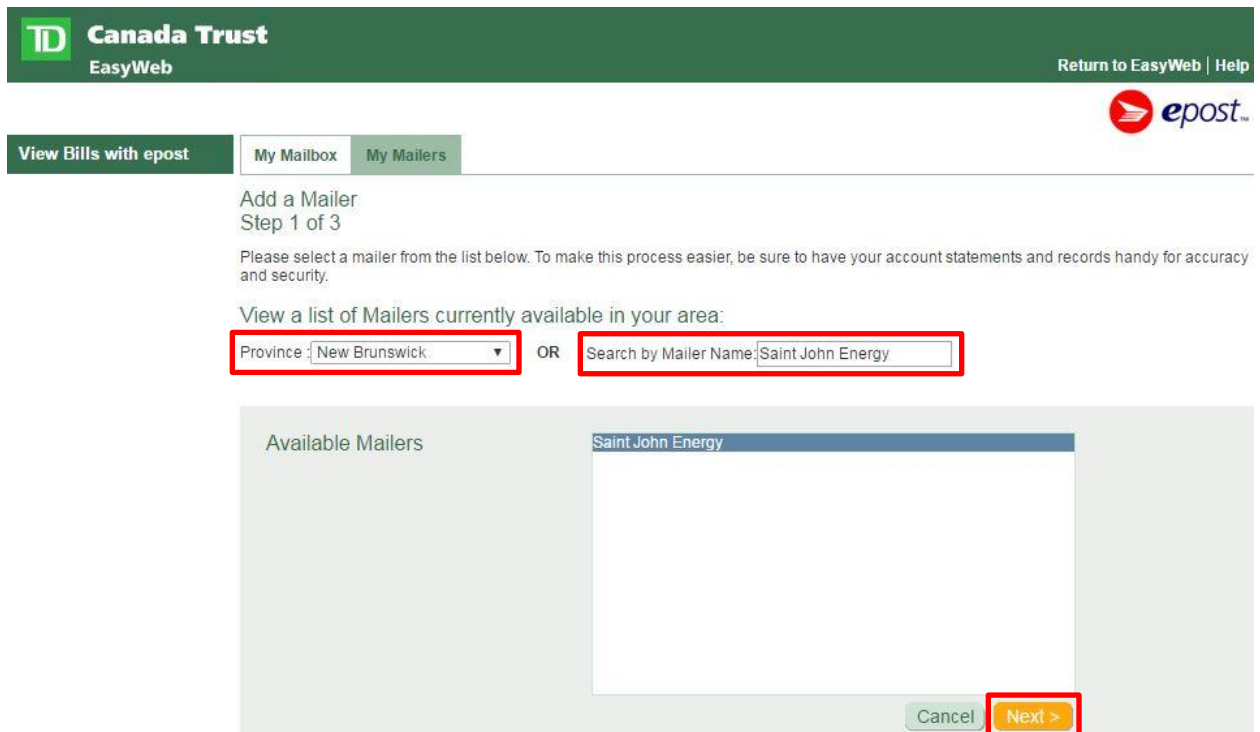
Congratulations - your registration was successful!

To begin requesting your electronic documents, click on the "Next" button below.

7. Click the Add a Mailer button.



8. Search for Saint John Energy by Province: New Brunswick OR Mailer Name: Saint John Energy. Select Saint John Energy from the Available Mailers. Then click Next.



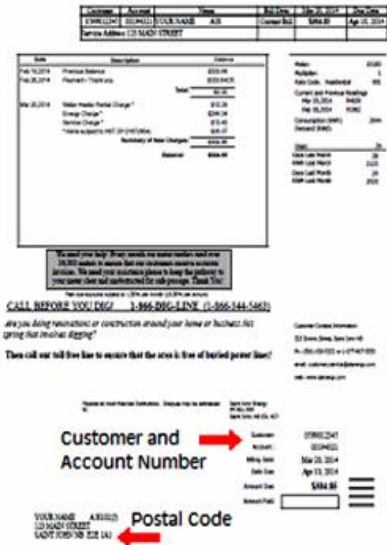
9. The Saint John Energy Add Mailer Pop-Up will appear in a new window.
10. Type your 18 digit account number (it is the combination of your customer and account number) into the Account Number spot. Type your mailing address postal code (including space) into the Postal Code spot. Click Continue.

Add a Mailer



If your electricity account is closed, your subscription will be automatically deleted from ePost by Saint John Energy. If you have any questions please call Saint John Energy Customer Service at 506-658-5252 for

assistance.



Mailer: Saint John Energy

Mail Type: Electricity Bill

Enter your combined customer and account number as it appears on your bill including leading zeroes e.g. if your customer number is 0599012345 and your account number is 03194321 enter: 059901234503194321

Account Number:

Enter the postal code of your mailing address as it appears on your bill in the following format A1A 1A1(including space):

Postal Code:

Cancel

Continue

11. If your information was entered correctly will see a Mailer Subscription has been successfully completed screen. Click Continue and you are now finished signing up for ePost!

Mailer Subscription has been successfully completed



Congratulations! You have successfully added Saint John Energy Electricity Bill as an ePost Mailer. Your document will be delivered electronically to your ePost box instead of through physical mail.

Mailer: Saint John Energy

Mail Type: Electricity Bill

Account Number:

Postal Code:

Continue