

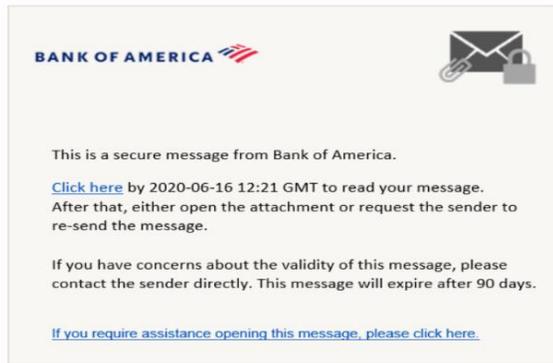
Secure Messaging

Registering with the bank's secure email service offers a solution that is more compatible with today's technologies while maintaining robust security.

Prerequisite: You **must** register and create an account to utilize secure messaging. To register, you will need to access a secure message that was sent to you.

Registering with Secure Messaging

Open a secure message using the "click here" link, or by opening the secure attachment.



Secured by Proofpoint Encryption, Copyright reserved.

Manually enter information in each field in the resulting screen (Do not copy/paste). Once all fields are complete, use the **Click here** link to generate a Proofpoint Encryption Registration email to your email address. Use the code included in that email to fill in the **Validation Code** field.

Click **Continue** to open the secure message.

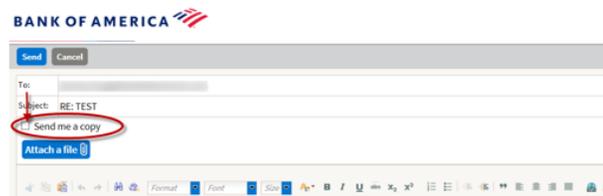
Replying to a Secure Message

After you open a secure message, click **Reply** to send a Secure Reply message back to the original sender. When available, clicking **ReplyAll** sends a Secure Reply message to the sender and other recipients on the original email. Additional recipients **CANNOT** be added to the secure message.



To receive a copy of your reply message, check the **Send me a copy** option. Depending on your email application, receiving a copy may be blocked.

To add an attachment using a computer (*not available for Mobile Devices*), click **Attach a File** and follow the prompts. Once your reply is composed, click **Send**.



Initiating a new Secure Message to Bank of America

Important: To initiate a secure message to Bank of America, you **must** be registered with the bank's secure messaging product, Proofpoint Encryption. If not already registered, you will need to register by opening a secure message sent to you.

Go to <https://secmail.bankofamerica.com/compose> (save to Favorites). Fill in your **Email Address**, click **Continue**.

Enter your **Password** and click **Continue**. Compose your message and click **Send**. The message displays your email has been sent successfully. Click **New Message** to compose another secure message or click **Logout**.

Important: For security reasons, registering, authenticating and composing secure messages with Proofpoint Encryption must be completed in the same browser and on the same system, within a 30-minute period.

For additional support, documentation and for Bank of America's secure messaging support hours, please visit <http://securemsg.bankofamerica.com/pe.html>