

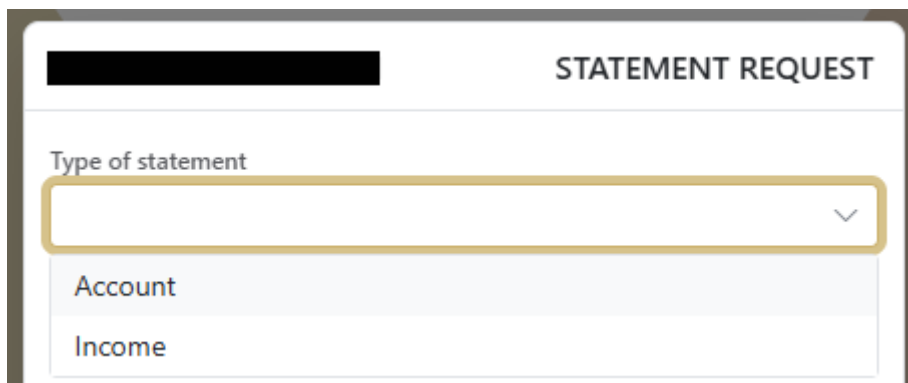
# Request an Account Statement

Click on **REQUEST AN ACCOUNT STATEMENT** at the top of the screen to open the statement request dialog.

REQUEST AN ACCOUNT STATEMENT

1. Select the desired type of statement:

- Account statement: portfolio performance, holdings and transactions journal.
- Income: for tax declaration purpose.



The screenshot shows a dialog box titled "STATEMENT REQUEST". At the top left, there is a blacked-out area. Below the title, there is a label "Type of statement" followed by a dropdown menu. The dropdown menu is open, showing two options: "Account" and "Income". The "Account" option is currently selected and highlighted.

2. For account statements, select the statement's sections to be include.

**STATEMENT REQUEST**

Type of statement  
Account

Content of the account statement  
Detailed performance only  
Full statement  
Asset listing only  
Transaction statement only  
Detailed performance only

CLOSE REQUEST

3. You may tick *Remove identification details* to remove all mentions of the account number on the statement.

Remove identification details

3. Choose the statement date value from the list or enter a custom date.

Statement date

Today (18/02/2025)  
Yesterday (17/02/2025)  
End of last week (15/02/2025)  
End of last month (31/01/2025)  
End of last quarter (31/12/2024)  
End of last year (31/12/2024)  
Custom

REQUEST

4. Select the desired start date for the statement's transactions journal from the list or enter a custom date.

Transactions journal start date

One day (31/01/2025 - 31/01/2025)

Week-to-date (26/01/2025 - 31/01/2025)

Month-to-date (01/01/2025 - 31/01/2025)

Quarter-to-date (01/01/2025 - 31/01/2025)

Year-to-date (01/01/2025 - 31/01/2025)

Since inception (25/02/2020 - 31/01/2025)

Custom

REQUEST

4. Click on **REQUEST**.

O-HCA-EX-309-20-WH STATEMENT REQUEST

Type of statement

Account

Content of the account statement

Detailed performance only

Remove identification details

Statement date

End of last month (31/01/2025)

Transactions journal start date

Week-to-date (26/01/2025 - 31/01/2025)

CLOSE REQUEST

5. Your request will be submitted to CIGP and you will be contacted shortly.

## Thank you

---

We have received your statement request for account [REDACTED] and will contact you shortly.

---

Revision #7

Created 2023-08-02 14:34:51 UTC by Guillaume Teirlinck

Updated 2025-02-18 07:42:56 UTC by Guillaume Teirlinck