

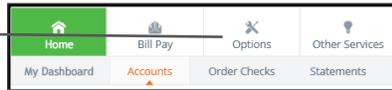
# How to Set Up Account Alerts in eBanking

Use alerts to keep track of balances, be notified quickly of possible fraud, remind yourself of upcoming payments, etc.

## SET-UP

This typically must be done in eBanking on a desktop or laptop computer; may not function as expected on a tablet or mobile phone. To begin, log into your eBanking account.

**STEP 1:** Click on the **Options** tab

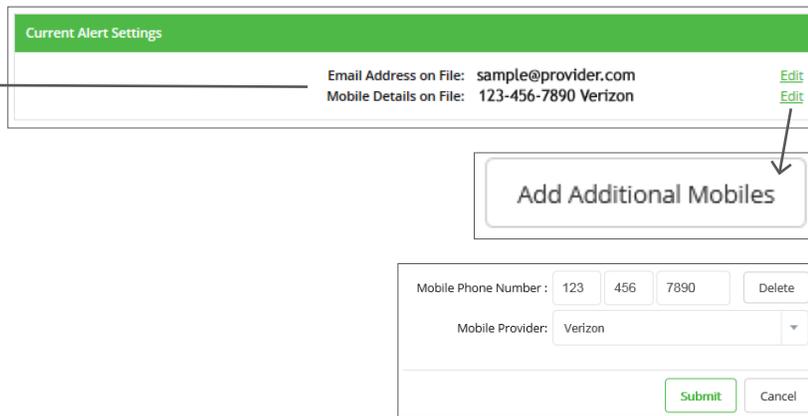


**STEP 2:** Click on **Alerts**



**STEP 3: Current Alert Settings**

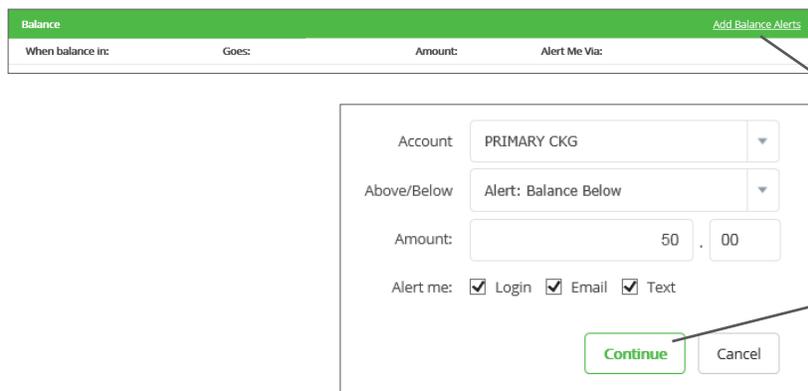
lists the email address and mobile number currently receiving alerts. A blank means no email address or mobile number has been set up to receive alerts.



To add or change an alert contact method, click **Edit**. If adding, then click **Add Additional Mobiles**.

Type your number, choose your provider, then click **Submit**.

**STEP 4:** Look at the categories listed. If no alerts are set up for a type of alert, its box will be blank.

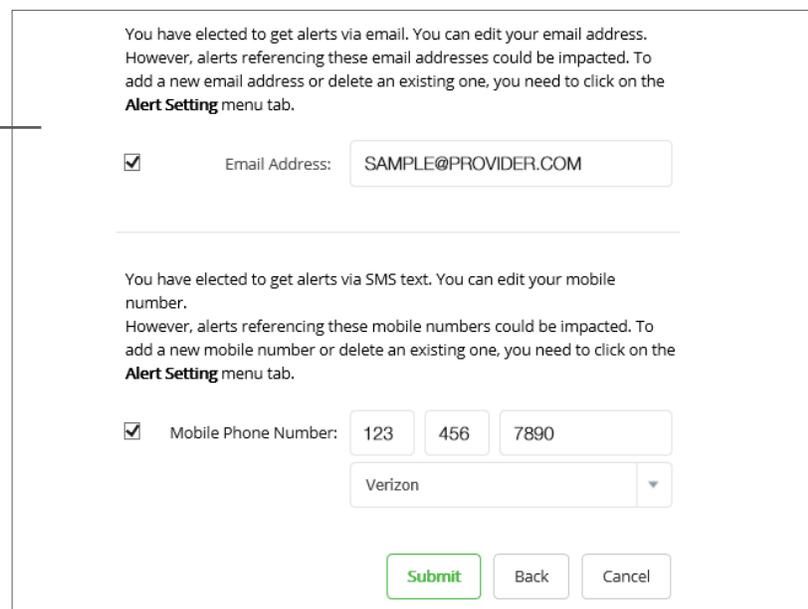


**Add Balance Alerts**

To add an alert, click on the link: **Add \_\_\_\_\_ Alerts**.

**STEP 5:** Choose the options you prefer, depending on the alert, then click **Continue**.

**STEP 6:** Double-check your email and mobile contact information. Click **Submit** if it is correct, or **Back** if it needs to be corrected.



Set up as many alerts as you like, and go back anytime to change them, or update your contact information.