

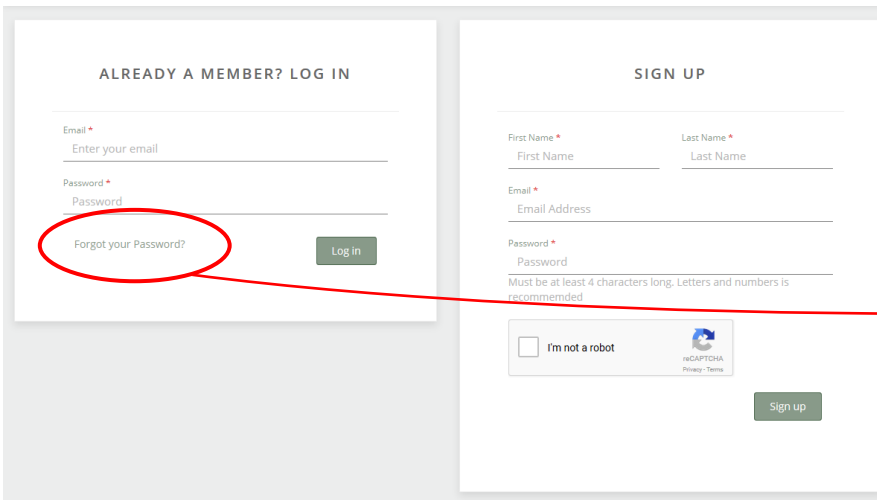
# SIGNING UP / MANAGING ALERT SUBSCRIPTIONS FROM THE TOWN OF PROVINCETOWN

Provincetown business owners are required to sign up for Emergency Alerts from the Town of Provincetown.

It is an easy process that will keep everyone updated on emergencies as they arise.



To sign up for emergency alerts simply click the link on the Provincetown web site or go to [alerts.provincetown-ma.gov](http://alerts.provincetown-ma.gov).



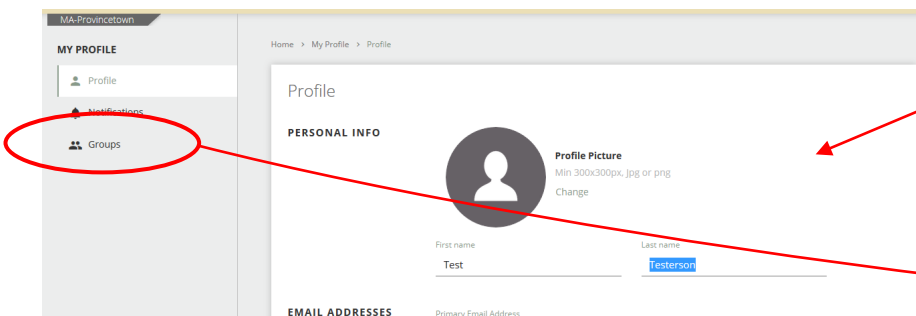
New to alerts? Simply fill out the form on the right side to sign up!

If you signed up for alerts previously on the old system, your account is still active! You will need a password.

Simply click the "Forgot your Password?" link on the left side form and follow the directions to create a password for your account.

Already a member with a password? Simply sign in on the left side form!

## PROFILE



Once you have logged in you will see your profile, which you can edit and save. Add your phone number in order to receive notifications via text and/or call.

Next select the groups that you want notifications from.

## GROUPS

MY PROFILE

Home > My Profile > Groups

Groups

| Name                        | Members | Type         | Privacy | Created    | Status |
|-----------------------------|---------|--------------|---------|------------|--------|
| Beach Closure Notifications | 1       | Announcement | Public  | 17/08/2017 | Join   |
| DPW Planning & Projects     | 1       | Announcement | Public  | 17/08/2017 | Join   |
| Emergency Alerts            | 484     | Announcement | Public  | 20/03/2017 | Member |
| Winter Storm Warning        | 409     | Announcement | Public  | 20/03/2017 | Join   |

On the Groups tab choose the alert groups you want to join by clicking "Join."

Business owners are required to sign up for Emergency Alerts.

## NOTIFICATIONS

MA: Provincetown

MY PROFILE

Home > My Profile > Notifications

Notifications

| Group                       | Members | Email Frequency | Text Messages | Voice Alerts |
|-----------------------------|---------|-----------------|---------------|--------------|
| Emergency Alerts            | 484     | as they're sent | On            | Off          |
| Excessive Heat Warning      | 338     | as they're sent | On            | Off          |
| Flood Warning               | 388     | as they're sent | On            | Off          |
| Hazardous Materials Warning | 358     | as they're sent | On            | Off          |
| Hurricane Warning           | 410     | as they're sent | On            | On           |
| Town Building Closures      | 80      | as they're sent | On            | Off          |
| Winter Storm Warning        | 409     | as they're sent | On            | On           |

Cancel Save

Next, on the Notifications tab, choose which alerts you would like to receive.

You may receive notifications by email, text and/or voice alerts.

Choose the frequency with which you would like to be alerted by email. Choose "as they're sent" for real time alerts and updates.

Be sure to save your changes.