

How to Set Up Account Alerts

Low balance. High transaction. Deposit pending. There's an alert for that.

With account alerts, you can receive emails, text messages¹, or push notifications of account activity without having to sign in or go online.

How to Set Up Mobile App Alerts

Through the mobile app, you can set up push notifications for things like low balance, large transaction, and security alerts. You will even be able to transfer money to your account directly from a low balance alert.

To set up account alerts:

- 1. Log into the mobile app.
- 2. Select the **Services** icon, then select **Alerts**.
- 3. Select Account Alerts, then select an account.
- 4. Select Add new alerts.
- 5. Fill out each of the alert fields you'd like to receive an alert for.
- 6. Select **Save** when you're ready. Your alerts will be added to a list on the screen.
- 7. To remove an alert, select the **X** next to the alert.

To set up security alerts:

- 1. Log into the mobile app.
- 2. Select the Services icon, then select Alerts.
- 3. Select Security Alerts.
- 4. Select the alerts you'd like to receive, then select **Save** when you're ready.





1 Please note that alerts received as text messages on your cellphone may incur a charge from your cellular provider.



How to Set Up Online Banking Alerts

Through Online Banking, you can set up text or email alerts for account balance, transaction values, and pending ACH deposits, as well as scheduled alerts for account balance and transaction history.

To set up account balance and transaction value alerts:

- Log into Online Banking. 1.
- 2. Select Mobile & Online Banking Options in the top menu, then in the Mobile Banking Profile section select Manage Device(s). (If you have not enrolled in Mobile Banking yet, this section will say **Enroll** instead. Select Enroll, follow the prompts to enroll in Mobile Banking, then continue with the following steps.)
- 3. Select the My Alerts tab, then select Add New Account Alert.
- 4. From the **Alert me when** drop-down menu, choose the type of alert you would like to receive. If you would like to receive multiple types of account alerts, you will need to set each one up individually.
- 5. From the For Account drop-down menu, choose the account you would like to receive the alert for.
- 6. In the **Threshold** field, enter the amount you would want the alert to be triggered. For example, \$150 would be entered as 150.
- In the **Delivered To** field, select the mobile device(s) and/or 7. email address(es) you want the alert sent to. Only devices you have registered in Mobile Banking Settings will display.
- 8. Select **Save** to create and save the alert.
- The alert will now display in your total list of account alerts. 9 To edit it, select the pencil icon next to the alert, make your changes, and save. To **delete** it, select the red x icon next to the alert.

OUNT ALERTS

Account alerts let you know when important events happen to one of your bank accounts. For example, when your balance falls below a threshold you've set. Below you can set up which alerts you receive and any threshold value.

Add New Account Alert

Enter your details below to set up a new account alert	
Alert me when	 ✓
For Account	Account balance has fallen below Account balance has risen above Transaction value is greater than Transaction value is equal to
Threshold	
Delivered To	5551234567



- 1. Log into Online Banking.
- Select Mobile & Online Banking Options in the top menu, then in the Mobile Banking Profile section select Manage Device(s). (If you have not enrolled in Mobile Banking yet, this section will say Enroll instead. Select Enroll, follow the prompts to enroll in Mobile Banking, then continue with the following steps.)
- 3. Select the My Alerts tab, then select Add New Scheduled Alert.
- 4. From the **Alert me with** drop-down menu, choose the type of scheduled alert you would like to receive.
- 5. From the **For Account** drop-down menu, choose the account you would like to receive the alert for.

To set up pending ACH deposit alerts:

- 6. In the **Every** field, select how often you would like to receive the scheduled alert.
- 7. In the **From** field, select the starting date and time you would like to receive the alert.
- In the **Delivered To** field, select the mobile device(s) and/or email address(es) you want the alert sent to. Only devices you have registered in Mobile Banking Settings will display.
- 9. Select **Save** to create and save the alert.
- The alert will now display in your total list of account alerts. To edit it, select the pencil icon next to the alert, make your changes, and save. To delete it, select the red x icon next to the alert.

- 1. Log into Online Banking.
- 2. Click on **Account Summary**, then select the number next to e.Alerts. Often, this number may be 0.
- 3. Select e.Alerts, then select Setup New Alert.
- 4. From the Select a Type drop-down menu, choose either Pending ACH Deposit to receive the alert via email or Pending ACH Deposit - TXT to receive it via text message. If you would like to receive the alert via both email and text, you will need to set them up separately.
 - If you select Pending ACH Deposit, on the next screen select E-Mail from the Send To drop-down menu. Then enter your e-mail address and select Finish.
 - 2. If you select Pending ACH Deposit TXT, on the next screen you will need to convert your cellphone number into an email address in the E-Mail Address field. This field may auto-fill with your email address. If so, simply delete your email address and type your 10-digit cellphone number followed by the "@" symbol and your provider's SMS address. For example, if your number is 1 (555) 123-4567 and your provider is Verizon, you would enter 15551234567@vtext.com. You can find your provider's SMS address in the table to the right.

You have [0] secure messages and [0] e.Alerts waiting for you.

MAJOR CELLPHONE PROVIDER SMS ADDRESSES

AT&T:	@mmode.com or @txt.att.net
Sprint:	@messaging.sprintpcs.com
T-Mobile:	@tmomail.net
Verizon:	@vtext.com
Alltel:	@message.alltel.com
Boost Mobile:	@myboostmobile.com
Cricket:	@sms.mycricket.com
US Cellular:	@email.uscc.net

If you have a different provider, please check with them for the cellphone SMS address.