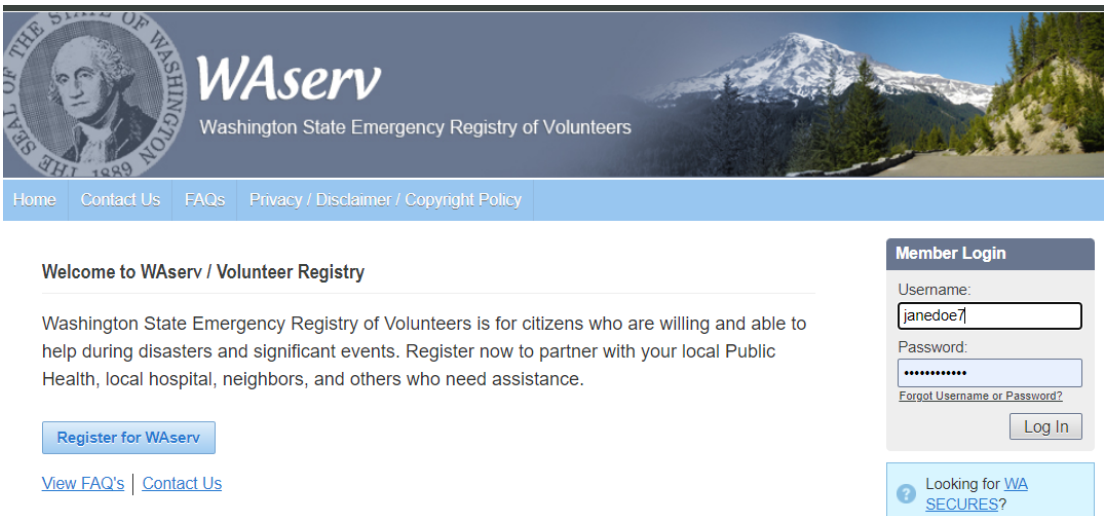
Receiving Text-Based Alerts from WAserv

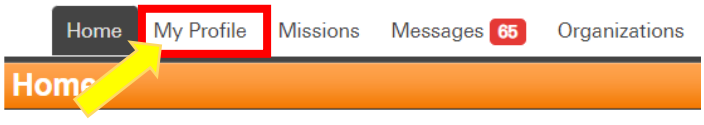
Step 1: Log into WAserv

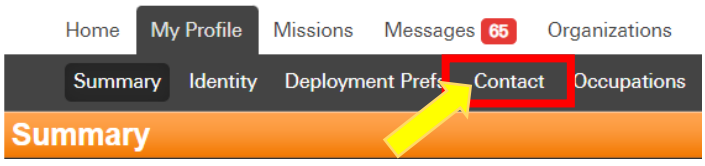
To enable text-based emergency notifications from the WAsafe through the WAserv system, you will first need to log into your WAserv account.

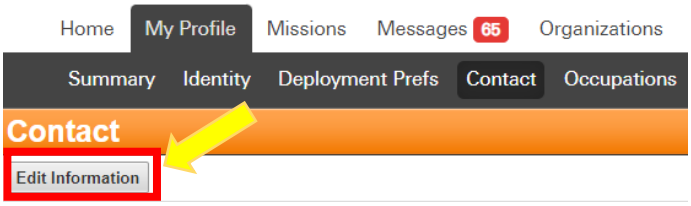


Step 2: Update Contact Information

After logging in, please first make sure that all of your contact information is up to date by clicking on 'my profile,' then 'contact.' If edits to your pre-existing email, phone number, or emergency are needed, click the 'edit information' button in the left-hand corner. After updating your contact information, make sure to scroll to the bottom of the screen and select 'save changes.'

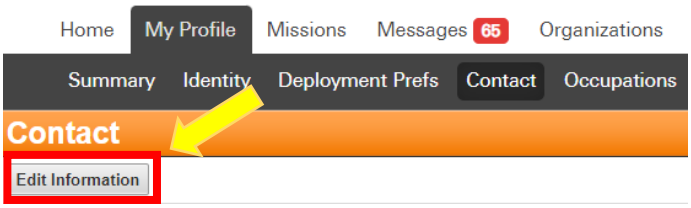




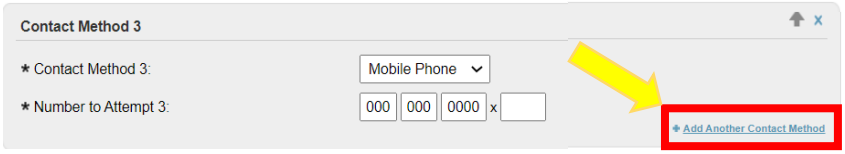


Step 3: Enable Text-based Notifications

To enable text-based emergency notifications, follow the instructions in step 2 to navigate to contact information and click 'edit information.'



Even if your mobile number is already added on your account, you will need to add it again as 'SMS/Text Msg' to enable text notifications. To add the number, first click 'add another contact method' in the lower right-hand corner of the last contact method you have listed.



In the contact method field, change the type to 'SMS/Text Msg,' enter the cell phone number that you would like to receive texts at, and enter your cell phone carrier.



When the information has been added, don't forget to scroll down to the bottom of the contact information screen and save changes. If you do not select 'save changes' the changes may not take effect and you may not receive text-based notifications.

