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 messages[1], 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.
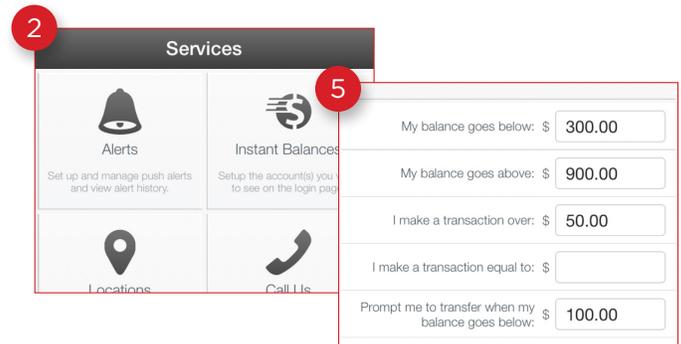
To set up security alerts:

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.
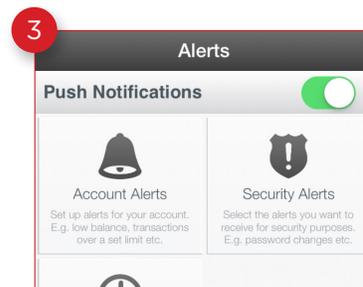
How to Set Up Online Banking Alerts

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:

1. Log into Online Banking.

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.

7. 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.

8. Select **Save** to create and save the alert.

9. 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.
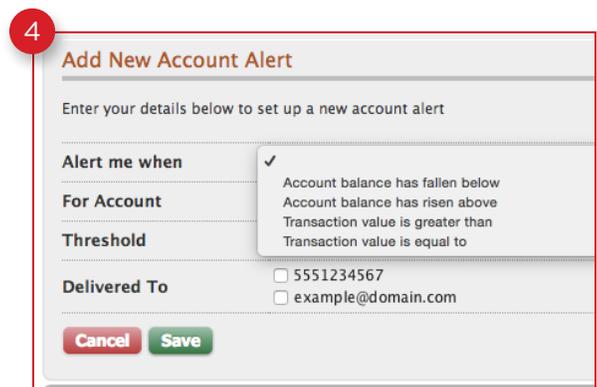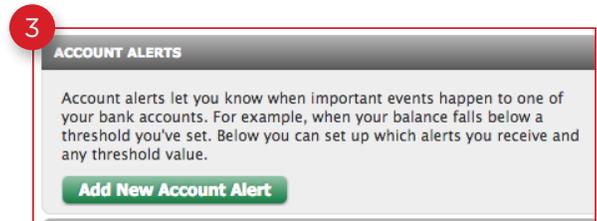
To set up scheduled alerts for account balance or transaction history:

1. Log into Online Banking.

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 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.

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.

8. 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.

10. 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.

To set up pending ACH deposit alerts:

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.

    1. 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.

2

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.