


Public Alert

How to register as a resident of the community & edit your information...

If you are a resident of the community

In most cases your basic account information including your account number for your utility billing has been transferred into Public Alert, in this case it is very simple to register for Public Alert. Go to www.public-Alert.com and click on **Sign In** at the top of the webpage. Click on the green box



Create Resident Account

Caution: *When enter information data must match the name, account number and spelling on your utility bill cards.*

Click on **Create Resident Account**

Step 1: Select your City, Town, Village or area of Public Alert

Step 2: Enter the account number on your utility bill.(or call for account number)

Step 3: Enter your email address so that you can receive the activation code.

Step 4: Complete form with, first name, last name & Agree to terms and submit.

At this point you will receive an email with an activation link, either click on link or copy and paste in your browser for the internet to allow access.

This will bring you to a screen that will request a password of your choice and to re-enter the password.

When this is completed you will be taken to the website to edit your information and select method of alert you desire.

Save your username and password for Login to your information.

If they are **not utility customer but want to receive alerts.**

As the database manager you can add non-billing resident information into the database and assign non-billing account number

A non-billing account number can be a number created by the database manager made of numbers and letters. You can group these non-billing number by either a beginning letter or number. After the database manager has added the non-billing resident information to the database the resident can follow the above instructions and create and edit their account information.

The database manager must add the name, address, city, state, zip and email address and create a non-billing customer account number,

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