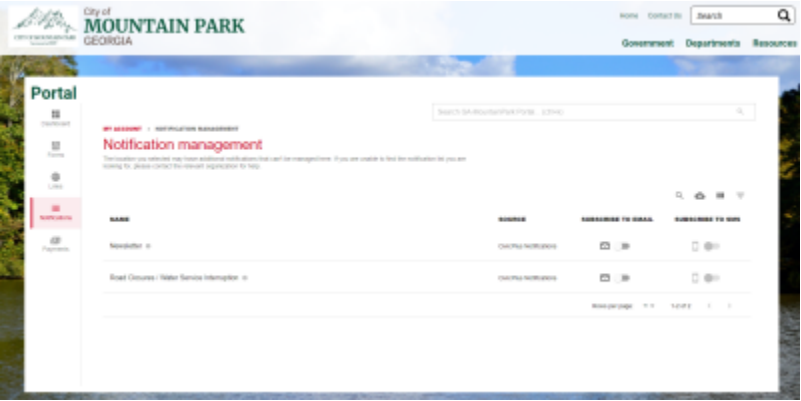


# Email Notifications

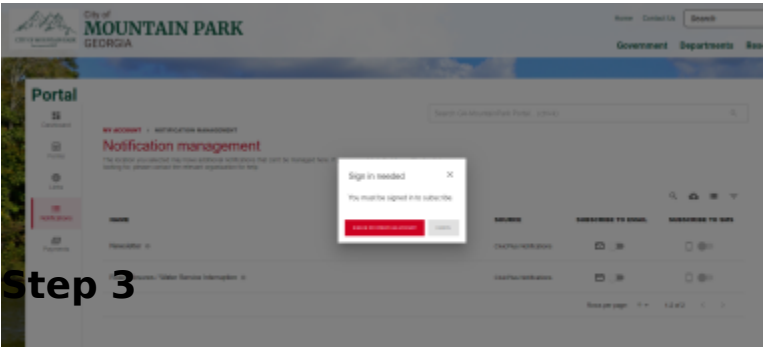
In order to create an account to receive email notifications for City of Mountain Park click on the Sign Up menu button on the right and follow the instructions listed below.

## Step 1



Toggle on one of the notification categories that you would like to get alerts for by clicking the button next to the mail icon.

## Step 2



## Step 3



## Step 4



## Step 5

## Verify Email

To verify your email, we've sent a One Time Password (OTP) to your email. The OTP will expire in approximately 8 minutes.

After creating the account you will be sent a one time password to your email. Enter in that password and select **Verify**.

## Step 6

Once the one time password has been verified you will be able to go back to the notification management page and toggle on which lists you want to receive email notifications for.

