

## **City Residents,**

**We at the City of Attica are excited to announce a new way of communicating with our residents. We have added Reach Alert to get information regarding events in the City out to our customers. Examples of the alerts we will be sending are: Hydrant Flushing, Trash Delays, Holiday Closing, Road Closure due to repair, and Upcoming Events in the City just to name a few. To be added to the alert list you can choose any of the following options.**

- **Log on to [www.reachalert.com](http://www.reachalert.com) and follow the prompts (the Network Name is Attica);**
- **Complete the form on the back and return to the Clerk's office;**
- **Contact the Clerk's office at 765-762-2467, we would be happy to help; or**
- **Contact Ken Weber with Reach Alert at 877-307-9313**

## **Reach Alert**

### **Instructions for creating and activating an account to receive City of Attica related notifications**

- **In your internet browser, type in:**  
[www.reachalert.com](http://www.reachalert.com)
- **Click on "Login"**
- **Begin Creating an Account**
- **Enter First name**
- **Enter Last name**
- **Pick a Language**
- **NEXT: Contact Info ->->->**
- **Enter your phone #**
- **How would you like to receive notifications from the city of Attica? Pick from dropdown**
- **Text Message**

- **Voice message**
- **Email address -> fill this in if you would like to receive notifications via email**
- **NEXT: Password ->->->**
- **Create a password**
- **Retype password**
- **Network name—Attica**
- **Choose one of the following/Pick which applies to you**
- **Resident**
- **Business**
- **Create my account**
- **You will receive a text, email or voice call w/4-digit code to Validate, enter that code once you receive it, this will complete the activation of your account.**

**Call the Clerk's Office, M-F, 8-4 at 765-762-2467 if you need help setting up your account or have further questions.**