



# Website Notify Me

## Instructions on How to Sign Up

1. Go to [cityofmarshall.com](http://cityofmarshall.com)
2. Click *HOW DO I* in the top banner.
  - a. Select *Notify Me* under *Sign Up For*



3. Select *Sign In*



4. Enter account information
5. Or, click Sign Up

This screenshot shows the "Sign In" form. At the top, there is a "Sign In" heading and a link for "Don't have an account? [Sign up](#)". Below this are two input fields: "Email" and "Password". An arrow labeled "4" points to the "Email" field. Below the "Password" field is a "Forgot your password?" link. There is a "Remember me" checkbox and a red "SIGN IN" button. At the bottom, there is a section for "Or sign in using" with four options: "SIGN IN WITH APPLE", "SIGN IN WITH FACEBOOK", "SIGN IN WITH GOOGLE", and "SIGN IN WITH MICROSOFT (PERSONAL)". An arrow labeled "5" points to the "Sign up" link.

6. Profile Information is displayed

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**Notify Me®**

1. Sign in  
2. If you want to receive text messages enter your phone number and select Save.  
3. To subscribe or unsubscribe click and/or next to the lists to which you wish to subscribe/unsubscribe.

**Your Profile Information**

**Email Address**  
   
☒ I prefer to receive HTML emails when available  
☒ I would like to be able to receive text messages on my mobile phone

**Phone Number**  
 Save  
Ex: 555-555-0123. Standard text messaging rates apply.

Unsubscribe from All Lists

7. Click the email or cell phone icons to sign up for email and/or text message notifications. The indicates you are subscribed to notifications for that topic.

METHOD	LIST NAME	DESCRIPTION
	East ... Street Watermain Replacement	The City will be replacing 2023. Construction upda
	Green St, Jefferson St, and Activation Zone Construction	The City will be reconstr S Jefferson Street to one
	Industrial Road Watermain Replacement	The City will be replacing limits of construction inc from Industrial Road to t
	Leggitt Road Construction	The City will be reconstr of work includes waterm ments, and street constr
	S Kalamazoo Resurfacing Project	The City will be resurfaci 2023.

8. Register for all interested subscription lists.

a. click the to expand each category for specific lists

**Notify Me®**

**Agenda Center**

**Alert Center**

**Bid Postings**

**Calendar**