



## Public Alerting Accounts

### Who should create an account?

Everyone should create a public alerting account.

Create an account at: <https://www.berkspa.gov/911PublicAlert>

### Creating Your Account

Complete the following fields to create your account. All fields marked with \* are required.

- First and Last Name\*
- Username\*
  - Usernames must be a minimum of 4 acceptable characters. Acceptable characters are: uppercase and lowercase letters, numbers, period, dash (-), underscore (\_), and at symbol (@). No other characters or symbols are permitted at this time.
- Password\*
  - Password must be at least 8 characters long and contain at least one letter and one number. Special characters are limited to: ! @ # \$ % ^ & \* ( )
- Security Question\* and Answer\*

### Location Information

Enter your primary location information. Additional locations can be added in a later step.

### Contact Information

These are your primary delivery methods to receive alerts. Additional delivery methods can also be entered after the account is created.

- Email Address\*
- Cell Text – you will receive text messages at this number
- Cell Call – you will receive voice message at this number

### *Click Create Account*

### Complete Profile Information

Additional contact information can be entered on this page.

***Click Save and Continue once information is completed.***

### Complete Profile Location Information

Add additional locations of importance to you for location based alerts .

***Click Save and Continue once information is completed.***

### Subscriptions

Check the arrow next to Weather Alerts to select the weather alerts you wish to subscribe to.

Note: All users of the system are automatically notified of Tornado Warnings.

### Complete Profile – Additional Information

Select your Preferred Language.

**Review Completed Profile and click Finish.**