CITIZENS FIRST

Email and Text Alerts

You have the option to sign up for Email and Text notifications for your accounts at Citizens First. It is easy to establish these alerts - just follow the simple steps below.

1. Log into Online Banking.

2. Click on Alerts in the top right corner.

3. Select the type of account for which you want to receive the alert – Checking, Savings, Certificates or Loans.

4. Choose Setup New Alert

5. Then select the category and type of alert by using the drop-down boxes:

    Select a Category: | Checking ▾ |

    Select a Type: | Checking Balance Alert ▾ |

6. Click Next.

7. Complete the information for the requested notice.

    If you are setting up an Email notification, confirm that the email is correct or type in your preferred email address. If you are setting up a Text alert, you will need to remove your email from the email address field.   Please type in your phone number and the wireless domain for your carrier in the email field. For example: 8885551234@txt.att.net

    Wireless Domain Reference for setting up Text Messages:

AT&T:	@txt.att.net	SunCom:	@tms.suncom.com
Bluegrass:	@sms.bluecell.com	T-mobile	@tmomail.com
Cingular:	@mobile.mycingular.com	US Cellular:	@email.uscc.net
Cricket:	@mms.mycricket.com	VoiceStream:	@voicestream.net
Nextel:	@messaging.nextel.com	Verizon:	@vtext.com
Sprint:	@messaging.sprintpcs.com		

    **If you have a carrier that is not on the list, please check with your mobile provider. Please let us know, and we will add the carrier to our list.

8. Click Finish

9. You may review the alerts you have set up per account by going through steps 1-3. Your existing alerts will be displayed, and you will have the option to edit or delete them.

10. If you would like to receive an alert but do not want an email or text, a message can be sent to your Online Banking Alerts box. In step 7, click the drop-down box *Send to:". It will give you the option of Email or Online. Choose "Online". The alerts will be listed in the Alerts box after completing steps 1 and 2 above. For instance, if you see Checking (2), this means you have 2 checking alerts. Click on Checking (2), and your alerts will be shown.