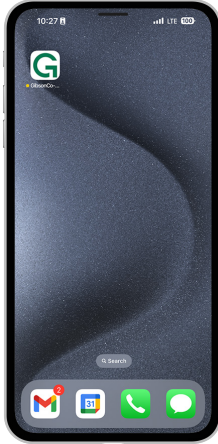
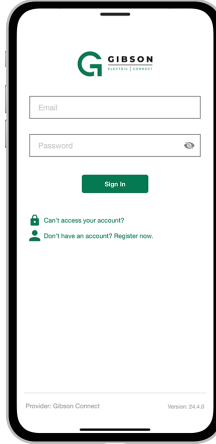


STEP 1



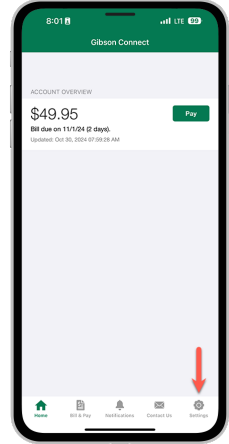
Tap on the **Gibson Co-ops Icon** on your device to open the app.

STEP 2



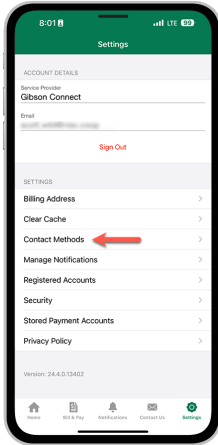
Sign in to your account using your email address and password you set up during registration.

STEP 3



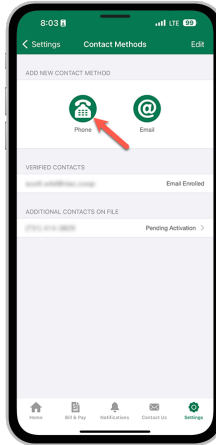
Tap on the **More** button in the bottom right.

STEP 4



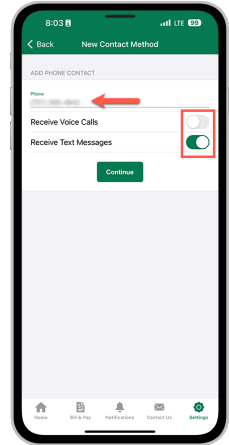
Tap on the **Contact Methods** sub-menu.

STEP 5



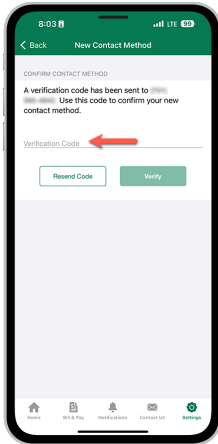
For this example, we will tap the **Phone** button.

STEP 6



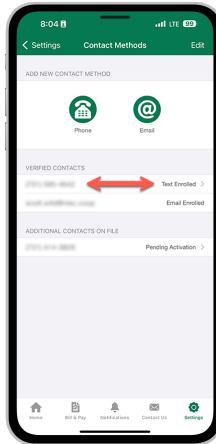
Type your **phone number** in and **set the rules** for that particular phone number. Then tap the **Continue** button.

STEP 7



Enter the **verification code** that was texted to your phone. Tap the **Verify** button.

STEP 8



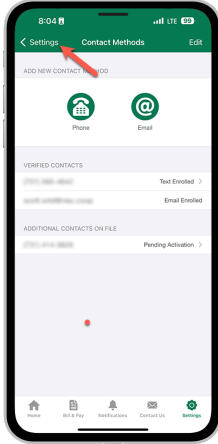
You'll see the phone number in the **Verified Contacts** section with the status of Text Enrolled.

STEP 9



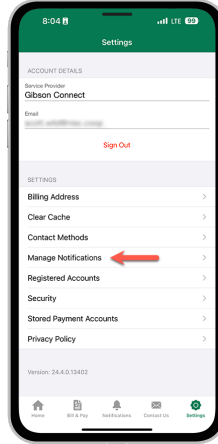
If you click on the **Pending Activation** link for a contact listed in the Additional Contacts on File, it will be the same verification process.

STEP
10



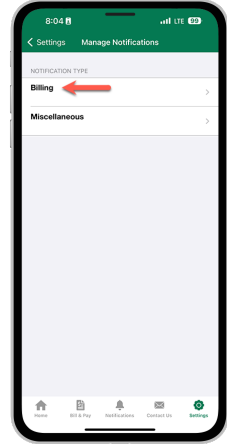
Tap **Settings** in upper left corner.

STEP
11



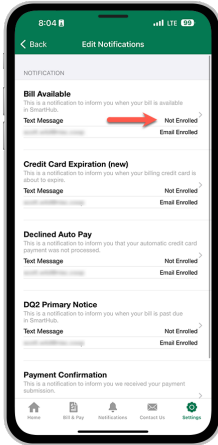
Next, you will tap on the **Manage Notifications** sub-menu.

STEP
12



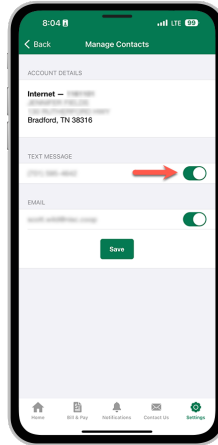
In this example, we will tap on the **Billing** category.

STEP
13



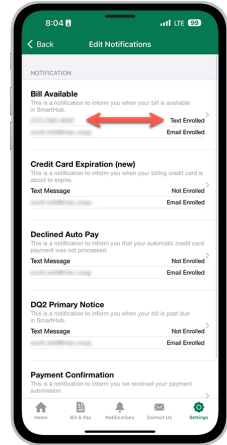
Tap the **Not Enrolled** link next to any contact you want to assign to a specific alert.

STEP
14



Slide the **activation button** to the right to add that contact to the alert.

STEP
15



Notice the status change. You can keep adding or removing contacts from specific alerts anytime you wish to make changes.