SIGN UP FOR hfxALERT – Step-by-step guide

1. Go to halifax.ca/hfxALERT on your web browser
   • Scroll down, and click “Click here to sign up for notifications”

2. Scroll down, and click “Sign Up”
   • You can also click “Sign Up” from the top, right-hand side of the website

3. Create a username
   • For first and last name, use “HRM” in both boxes
   • Create a password
   • Choose a security question and type in your answer
   • Fill in a registration email
   • Click the check box to accept the terms of use
   • Click “Create Your Account”

4. Select the timezone GMT -4:00 Atlantic Standard Time (America/Halifax)
   • Input all contact information where you would like to be reached by hfxALERT.

5. Input a Location
   • Location name can be “Location 1” or “Location 2”, etc.
   • Fill in the address (i.e. your home, work, etc.)
   • Verify the address, then click “This is my location” if it is correct.

6. Select the alert types you would like to register for.
   • Please note that to receive winter parking ban notices you must click the check box for “Non-Urgent Public Alerts”

7. Review your information and click “Finish”. You are now registered for hfxALERT.

NOTE: If you’re having trouble, try switching your browser to Google Chrome.