CODE RED®

Request to Add/Remove/Change Contact Number for

Employee Notification Database

Process: Members complete form, sign and submit to Hertford County Emergency Management Director. Add/remove/change information will be entered by the system administrator periodically. Information regarding adverse weather -closings will be sent by mass notification.

IMPORTANT: If you do not have unlimited text messaging, when you reach your account limit it will start charging you the rate according to your phone plan.

Add ☐   **Remove**☐   **Change**☐

Department:_____

Name:_____

Select delivery method: 1.Cell ☐   **2.Landline**☐   **3.Both**☐

   1. 10 Digit Cell #:_____

     Voice☐   **Text**☐   **Both**☐

     Cell Phone Carrier:_____

   2. 10 Digit Home Phone #: _____

   3. Email:_____

Member Signature:_____