

CODE RED

EMPLOYEE NOTIFICATION SIGN UP FORM

The information obtained on this form will be entered into a system that allows the county to call and/or text you information pertaining to delays and closings of county offices or other pertinent information. Text messaging will be utilized to cover most information sent to employees. Remember if any of the telephone numbers provided change, you will need to fill out a new form and submit it to the Communications Department. If you have any questions, please call (910) 296-2169 or fax (910) 296-2329.

Please check which one of the following applies:

This information is being submitted as a new sign up:

This information is being submitted to change an existing entry:

First Name:	Last Name:
Name of Department:	Home Phone Number (Land Line)
*Primary Cell Phone:	Primary Cell Phone Carrier Name: (Example: US Cellular, AT&T...)
Other Phone (this can be Land Line or Cell):	

*The number listed as your primary cell phone will be where text messages are sent. Please list the number that you wish to receive text messages through in this information block.

All completed forms should be submitted to the Communications Department.