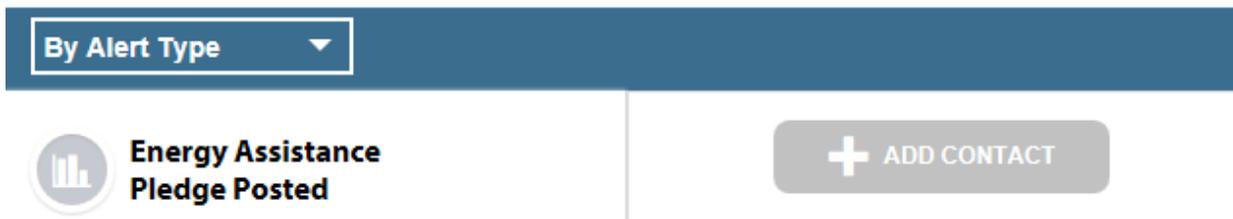


Ameren Alerts: How to Register for Email Alerts

1. From the Ameren Alert page, click **Add Contact**.



2. The **Add Contact** options display. Click the drop down with CREATE NEW CONTACT. You can select an email address already associated with the account if this is your preference. If you need to enter a new email address, select **Create New Contact**.

Select **Email** from **Contact Method**.

If necessary, enter the email address you want to use with this alert in the **Email Address** field.

Use the **Contact Nickname** field if you want to assign a nickname with the alert. Use a maximum of 12 characters, no spaces or special characters with your entry. A nickname is optional.

Click the **Do Not Disturb Settings** option to set a specific time period when you do not want to receive alerts. If you do not specify a time period, alerts will be sent when activated from the Ameren system.

Review the **Terms of Use** and click the box to indicate your agreement.

Click **Save**.

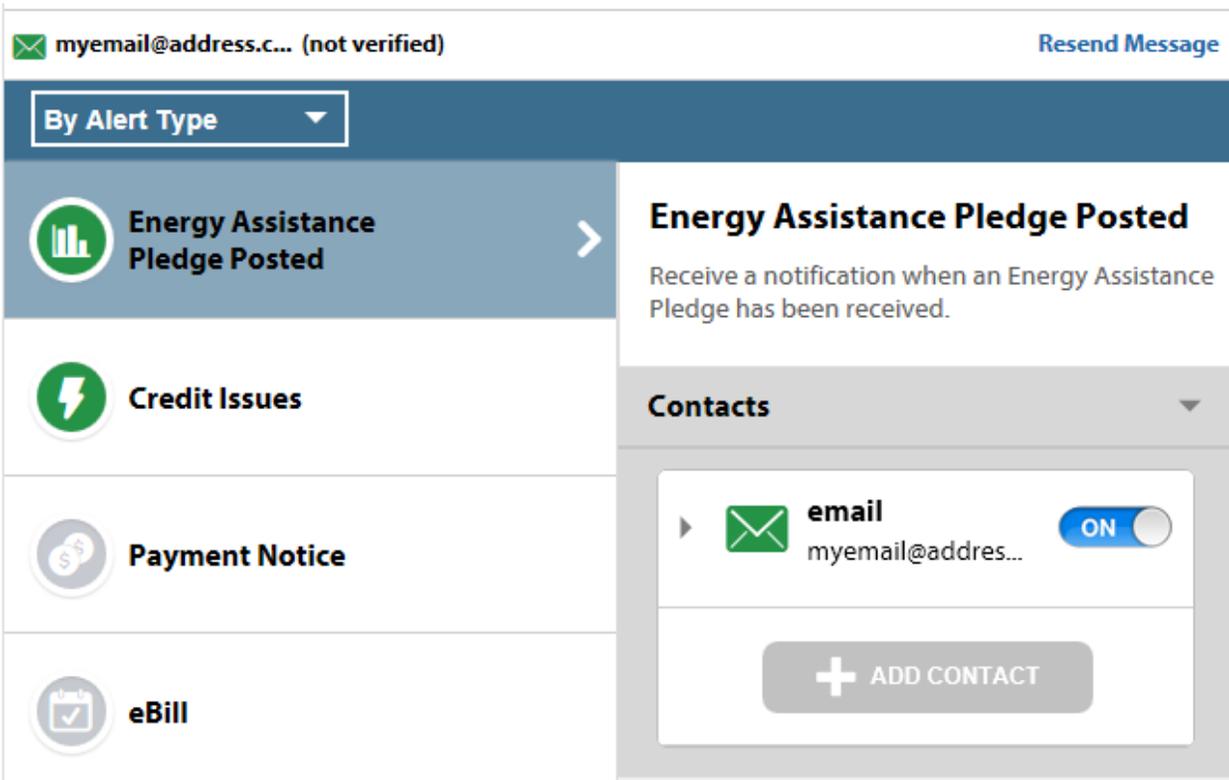
A screenshot of the 'Add Contact' form. At the top, there is a dropdown menu with 'Create New Contact' selected. Below this, the 'Contact Method' section has a dropdown menu with 'Email' selected and a green checkmark icon. The 'Email Address (ex. email@example.com)' field contains 'myemail@address.com'. The 'Contact Name (ex. Email):' field is empty. Below these fields is a section titled 'Do Not Disturb Settings' with a right-pointing arrow. Underneath, there is a checked checkbox and the text 'I have read and agree to the [terms of use](#).'. At the bottom, there are two buttons: 'CANCEL' and 'SAVE CHANGES'.

3. You will now see your new subscriptions on the Alerts page.

4. Notice the message above the alerts section, "myemail@address.com has not been verified." This message indicates you have not accessed the confirmation email delivered to the address you just entered.

Please access your email messages and open the one from Ameren.

You **must** click on the **complete registration** link in the email message to finalize the alert registration process.



5. You are next directed to an Ameren web page that confirms your Alert subscription process is now complete.
6. You are automatically registered for the following messages:
 - a. Bill Reminders
 - b. Credit Issues
 - c. Energy Assistance Pledge Posted
 - d. Energy Report (Ameren Missouri qualified customers only)
7. You can select and de-select the type of messages by clicking the checkbox associated with each subscription. After making any change to your alert or contact options, you **must** click the **Save Changes** button – located at the top and bottom of the page.

Note: Budget Billing alerts will be listed as an option if you are participating in Ameren's Budget Billing program.