

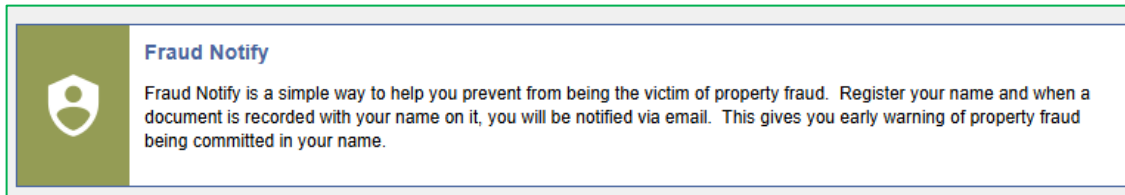
Fraud Notify

HOW TO SET UP ALERTS

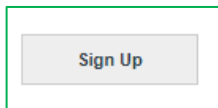
CREATE AN ACCOUNT

To set up Fraud Notify alerts first you must create an account.

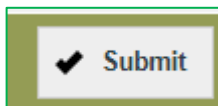
1. Copy and paste this link in your browser: <https://lancastercountypa-web.tylerhost.net/web/>
You may have to accept disclaimer content to proceed to the site.
2. Click on the **Fraud Notify** button.



3. On the next page, click **Sign Up**.



4. Fill out the registration form and click the **Submit** button at the bottom of the page.



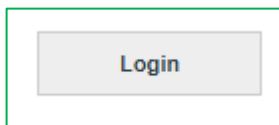
5. *You will need to create your own UserID and Password. Passwords must be at least 8 characters long and cannot begin with a special character.*
6. A verification link will be sent to the email address you provided on the form. Click on the link in the email to verify your email address and activate your account.

NEXT PAGE: SET UP ALERTS

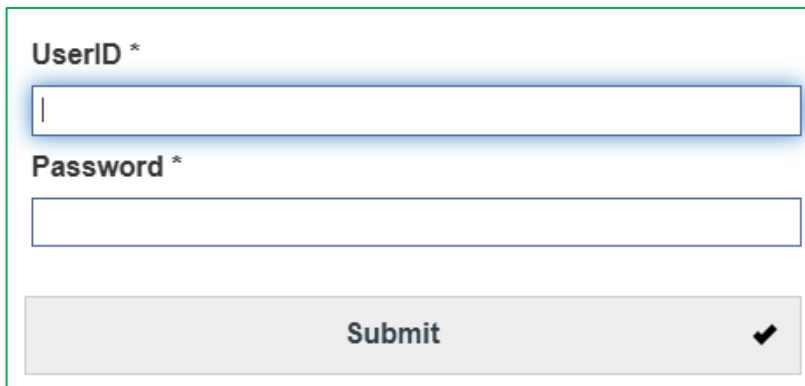
SET UP ALERTS

Once you have created your account, you can begin setting up alerts.

1. Return to our Records Public Access site.
2. Click on the **Fraud Notify button**
3. Click on the **Login button**.



4. Use the UserID and Password you created on the registration form.

A registration form with a light gray background and a thin green border. It contains two text input fields: "UserID *" and "Password *". Below the fields is a "Submit" button with a checkmark icon on the right side.

5. Review the disclaimer information and hit the **Continue button** at the bottom of the page.
6. To add alerts, type an individual name (last name first) or business name in the text box on the left, then click the **Add Alert button** to add your alert to the list of alerts on the right.
Use the Refine Alert button to create an alert on multiple names.
7. Click the **Save button** in the bottom-right corner when you are finished adding alerts.
You will receive an email confirmation that your alerts have been set-up.