



Rosemary R. Cloud
Fire Chief

**CITY OF EAST POINT
FIRE DEPARTMENT**

2727 East Point Street
East Point, Georgia 30344
404-559-6401 Telephone / 404-765-1172 Facsimile
www.eastpointcity.org

MAYOR
JANQUELL PETERS

COUNCIL MEMBERS
SHARON D. SHROPSHIRE
ALEXANDER GOTHARD
KAREN RENÉ
LANCE RHODES
NANETTE SAUCIER
MYRON B. COOK
DEANA HOLIDAY INGRAHAM
LATONYA MARTIN

INTERIM CITY MANAGER
ELLIS E. MITCHELL

*Instructions to Register for **CodeRED***

1. Go to the City's website www.eastpointcity.org
2. Under "Top Pages" (right/bottom of screen) click **CodeRED**.
 - ▶ An overview of **CodeRED** appears.
3. Scroll down to general **CodeRED** Registration Form.
 - ▶ Print and complete this form. Return it to any of the following locations:
 - Fire Station #2 | 3171 Norman Berry Drive | East Point, GA. 30344
 - Fire Station #3 | 3800 N. Commerce Drive | East Point, GA. 30344
 - Fire Station #4 | 2222 Ben Hill Road | East Point, GA. 30344
 - Jefferson Station, 4th Floor | 1526 East Forest Avenue | East Point, GA. 30344
 - Law Enforcement Center (Fire/Police) | 2727 East Point St. | East Point, GA. 30344

To receive automated Weather Warnings for Tornado, Flash Floods and Severe Weather notifications **you must complete a separate form.** Scroll back up to previous screen that provided the CodeRED overview.

4. Click on "Weather Warning." *This form can be completed online.*
5. Complete all fields under "**Location Details.**" Be sure to indicate whether address is a residence or business, and whether it is a mobile or manufactured home.
6. Complete all fields under "**Contact Information.**" When entering a phone number indicate whether it is a cell phone, and if you use a TDD/TTY device (Tone delivery, for the hearing impaired).
7. Check or Uncheck fields under "**Type of Weather Alerts.**" Here you select the weather alerts you wish to receive, and through what form (i.e. phone or email).

(more)

8. **“Account Creation”**: This field is optional. However, by creating an account you can easily manage your alert preferences, and edit your contact information at any time.

9. Click **“Submit”** button.
 - ▶ The next screen is a review of information submitted. An “Edit” button allows you to make any necessary changes.

10. Click **“Submit”** button to give your final approval, and to automatically upload your information into the **CodeRED** System.

11. **Congratulations**: The final screen commends you for having successfully registered for **CodeRED** Weather Warnings. It also provides you with toll free numbers that will display when **CodeRED** is contacting you with an Emergency Notification.