



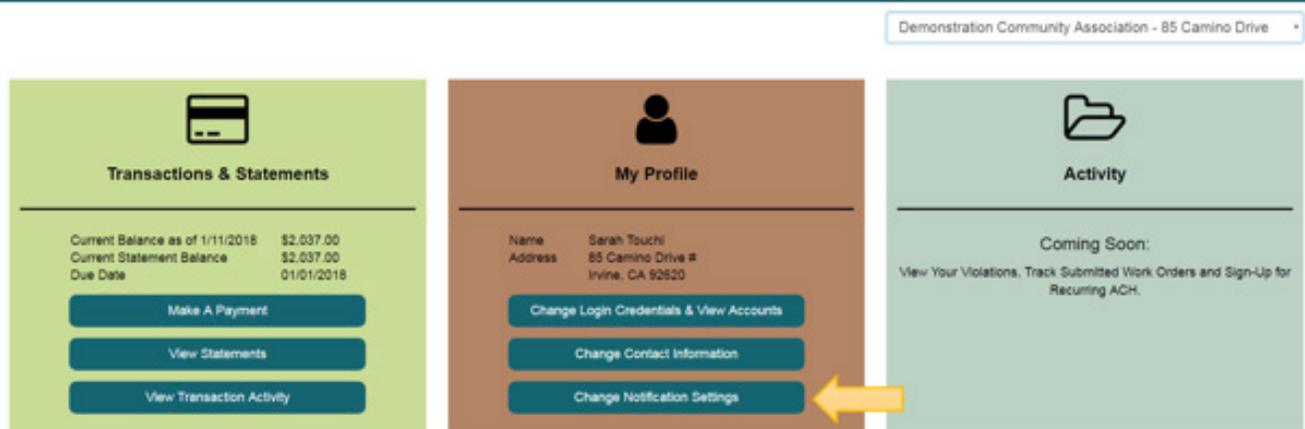
# eNotification Sign Up Instructions

To sign up for electronic billing and community updates from Keystone Pacific, please follow the steps below:

1. Log into the KPPM Portal at [www.kppmconnection.com](http://www.kppmconnection.com)



2. Under *My Profile*, click on the *Change Notification Settings*



### 3. Next to your email address, select the notification service(s) you would like and press *Save*.

Notification Settings Your Community Association

**+ Add** **Save**

	Email	Electronic Billing ?	Community Updates ?
Primary Email	<input type="text" value="your_email@sample.com"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

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Notification Settings

**+ Add** **Save** ←

	Email
Primary Email	<input type="text" value="your_email@sample.com"/>

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### 4. Click the *+Add* button to add additional emails to receive Community Updates, then press *Save*.

Notification Settings Your Community Association

→ **+ Add** **Save**

	Email	Electronic Billing ?	Community Updates ?
Primary Email	<input type="text" value="your_email@sample.com"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>+ Add</b>	<input type="text" value="second_email@sample.com"/> ←		<input checked="" type="checkbox"/>

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