

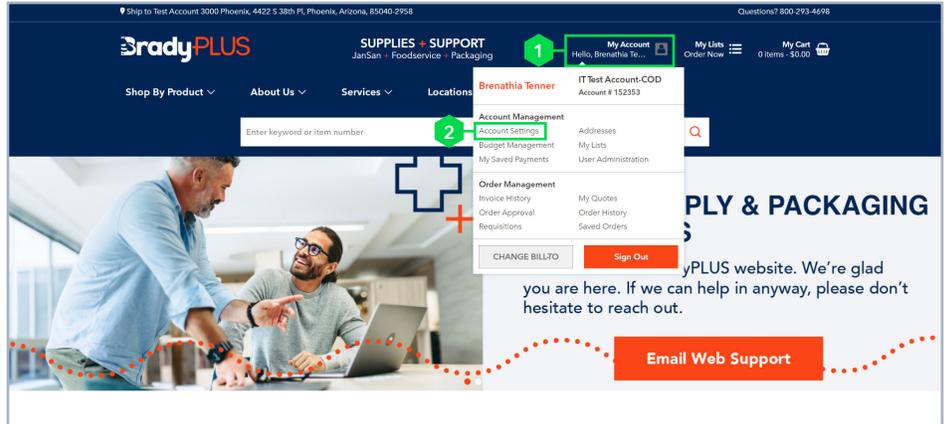
Managing Delivery Notification Subscriptions

To effectively manage your delivery notifications, ensure you are logged into your **BradyPLUS** account before following the steps provided below. If you prefer to watch a recorded demonstration, please [click here](#).

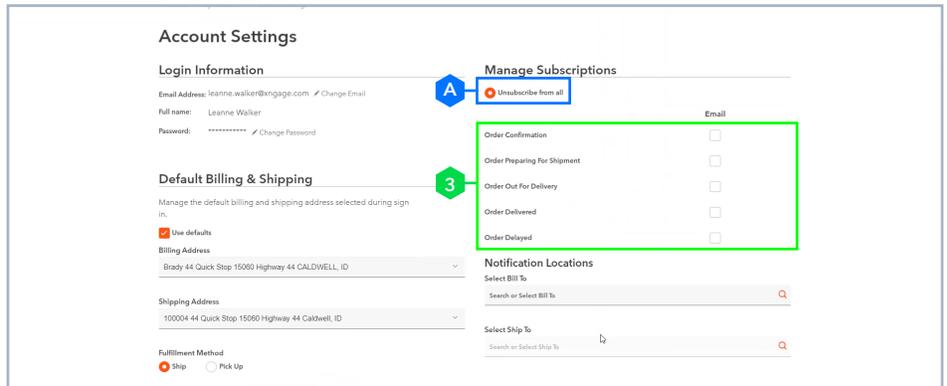
+ ENABLING DELIVERY ALERTS

Hover over "My Account" and select "Account Settings." The "Manage Subscriptions" settings will be defaulted to "Unsubscribe from all." You may opt to subscribe to receive email notifications for:

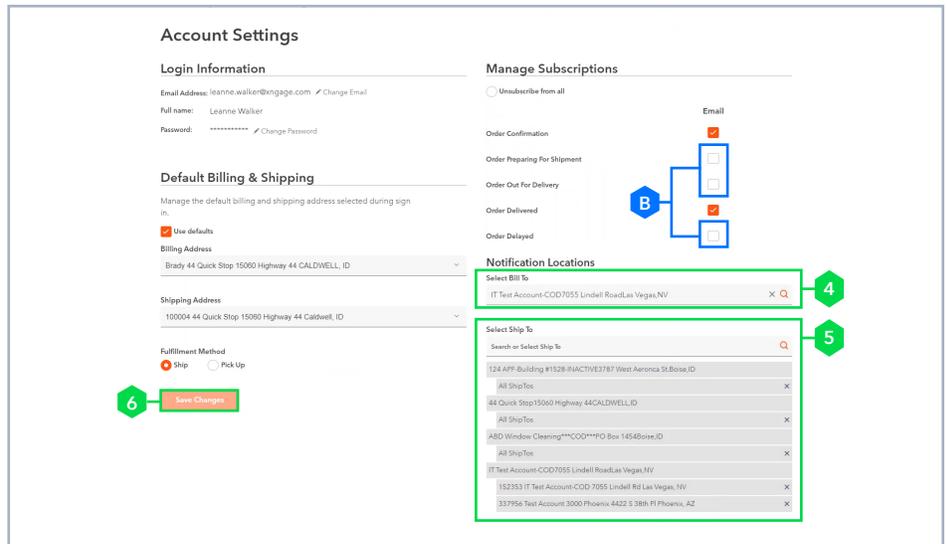
- Order Confirmation
- Order Preparing For Shipment
- Order Out For Delivery
- Order Delivered
- Order Delayed



Select the checkbox or boxes for the subscription notifications you wish to receive. Then, click the "Select Bill To" search icon to find a specific Bill To account. To opt for all Bill To accounts, select "All Bill Tos." This will also automatically select "All Ship Tos" for the "Select Ship To" field. If you wish to proceed with this selection, click the "Save Changes" button to save.



If you prefer to select a specific Bill To account, choose the required information associated with that account. Next, click on the search icon for the "Select Ship To" field. Select the preferred shipping location(s) associated with the chosen Bill To account. To select multiple Bill To accounts and Ship To locations, repeat steps 4 and 5. After selecting your preferred Bill To accounts and Ship To locations, click the "Save Changes" button to finalize your selections.



+ OPTING OUT OF DELIVERY NOTIFICATIONS

To **cancel all subscriptions**, select "Unsubscribe from all" as demonstrated in **Example A**, and then click the "Save Changes" button. To **deselect subscriptions**, select the subscriptions you wish to remove as demonstrated in **Example B**, and then click the "Save Changes" button.

Important Note: Please be aware that any Bill To account or Ship To location that is not selected will solely receive order and delivery confirmation emails. The chosen subscription notifications will exclusively apply to the selected Bill To accounts and Ship To locations.

