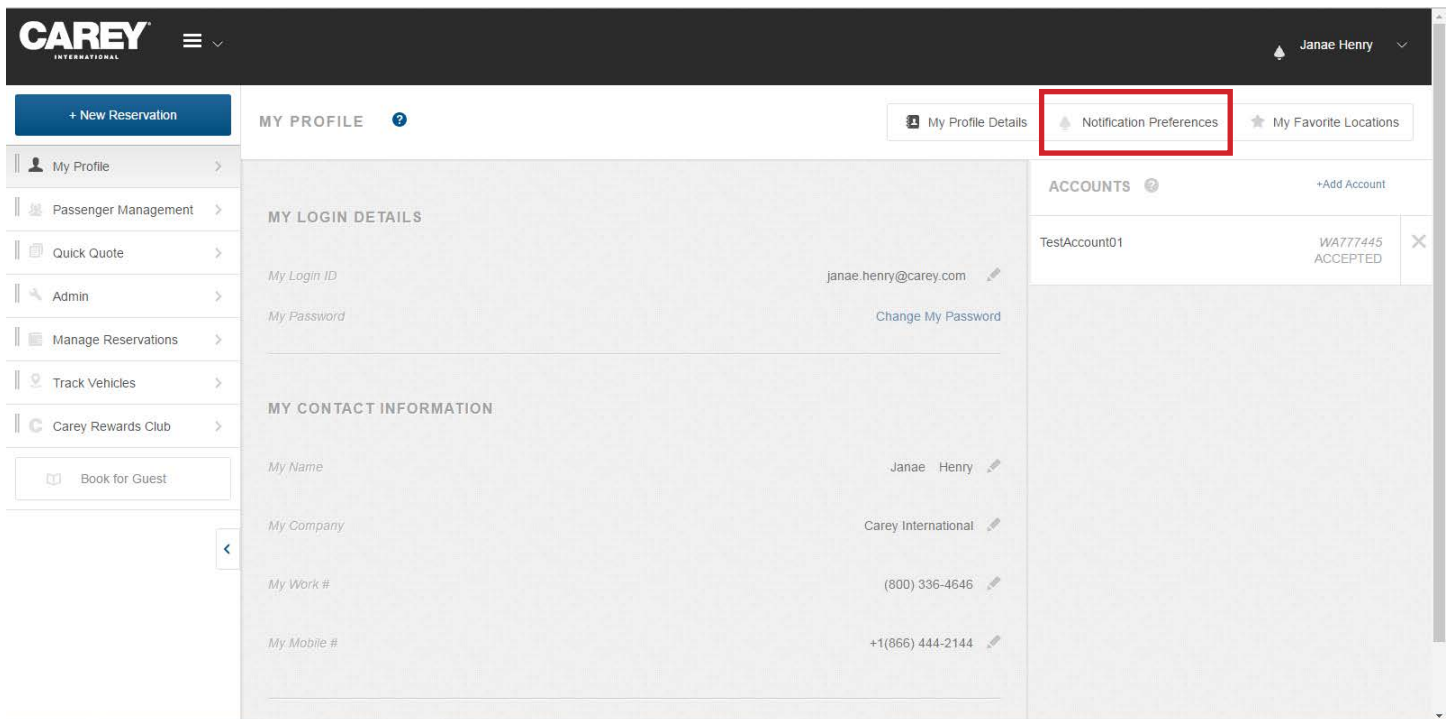


SETTING ARRANGER NOTIFICATION PREFERENCES- CAREY CONNECT

STEP 1



1. Once logged in to Careyconnect.com select “Notification Preferences” from the navigation key.

STEP 2

The screenshot shows the 'MY PROFILE' page in the CAREY International system. The left sidebar contains navigation links: My Profile, Passenger Management, Quick Quote, Admin, Manage Reservations, Track Vehicles, and Carey Rewards Club. The main content area is titled 'MY PROFILE' and includes tabs for 'My Profile Details', 'Notification Preferences', and 'My Favorite Locations'. The 'Notification Preferences' tab is active, showing 'MY NOTIFICATION PREFERENCES' for the user 'janae.henry@carey.com'. It includes options to 'Opt out of promotional emails?' and 'Opt out of post-trip surveys?', both currently set to 'No'. Below this is the 'NOTIFICATION TYPES' section, which asks 'How would you like to receive notifications?'. A red box highlights the 'Change Notification Types' link. The table below lists notification types and their delivery methods (Email and SMS).

Notification Type	Email	SMS
Administrative		
Booking Confirmation		
Booking Modification/ Cancellation		
Profile Modification		

URL: <https://www1.careyconnect.com/CorpWeb/forms/myProfile.html>

2. To access your preferences select “Change Notification Types”.

STEP 3

NOTIFICATION TYPES

How would you like to receive notifications?

Notification Type	Email	SMS
Administrative ?	<input type="checkbox"/>	<input type="checkbox"/>
Booking Confirmation ?	<input type="checkbox"/>	<input type="checkbox"/>
Booking Modification/ Cancellation ?	<input type="checkbox"/>	<input type="checkbox"/>
Profile Modification ?	<input type="checkbox"/>	<input type="checkbox"/>
24 Hours Pre-Trip Reminder ?	<input type="checkbox"/>	<input type="checkbox"/>
Chauffeur Details ?	<input type="checkbox"/>	<input type="checkbox"/>
Trip Status ?	<input type="checkbox"/>	<input type="checkbox"/>

Save

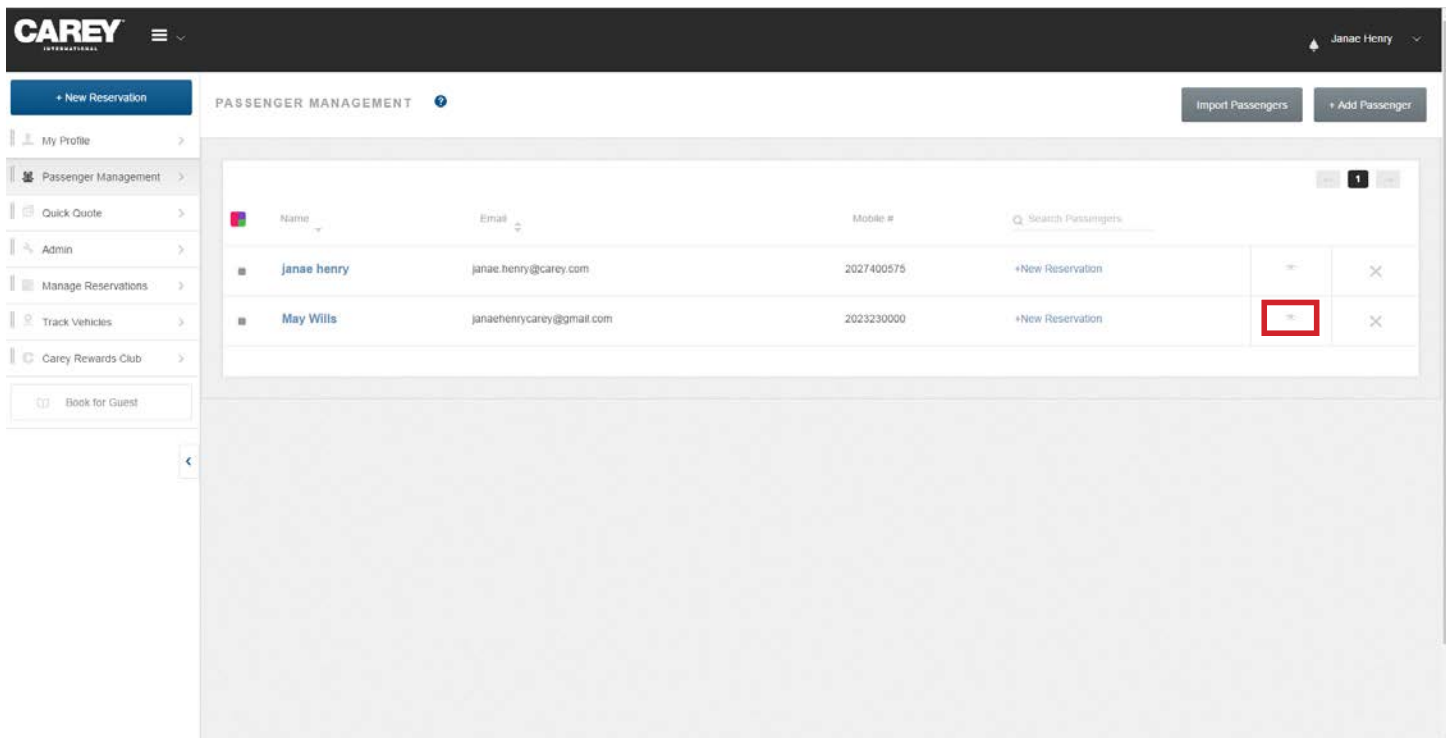
3. View available notifications and check the appropriate box(es) to select your preferred method of conveyance for each type of notification. Some notifications are only available via email. Select Trip Status to receive the “On Location” notification.

4. Mouse-over the “?” button next to each notification type for a description.

* If SMS was selected, the noted mobile number will receive an “Opt In” SMS. You must reply YES to begin receiving any SMS text notifications.

SETTING PASSENGER NOTIFICATION PREFERENCES- CAREY CONNECT

STEP 1



1. Once logged in to Careyconnect.com select “Passenger Management” from the navigation key.
2. Click the 👁️ icon next to the name of the passenger.

STEP 2

The screenshot displays the CAREY International user interface. At the top, the CAREY International logo is on the left, and the user's name 'Janae Henry' is on the right. Below the header, a sidebar on the left contains navigation links: '+ New Reservation', 'My Profile', 'Passenger Management', 'Quick Quote', 'Admin', 'Manage Reservations', 'Track Vehicles', 'CAREY Rewards Club', and 'Book for Guest'. The main content area is titled 'MAY WILLS' and contains two sections: 'LOGIN DETAILS' with the email 'janaehenrycarey@gmail.com' and 'CONTACT INFORMATION' with fields for Name, Mobile # (+1(202) 323-0000), Company, and Work # ((202) 895-1200). On the right side of the main area, there are tabs for 'Profile Details', 'Notification Preferences' (which is highlighted with a red box), and 'Saved Locations'. Below these tabs are sections for 'Accounts', 'Credit cards', and 'Ride Preferences'. A message box indicates that to view and manage reservations, the user needs to upgrade their access. At the bottom, there is a footer with copyright information and links for Support, Directory, Careers, Terms & Conditions, Privacy, and Site Map.

3. Select “Notificaton Preferences”. If the passenger profile is not web enabled, an upgrade panel will appear. You may upgrade the profile or modify preferences when calling.

STEP 3

The screenshot shows the CAREY International user interface. The user is logged in as Janae Henry. The left sidebar contains navigation options: + New Reservation, My Profile, Passenger Management, Quick Quote, Admin, Manage Reservations, Track Vehicles, and Carey Rewards Club. The main content area is titled 'MAY WILLS' and contains 'NOTIFICATION PREFERENCES' and 'NOTIFICATION TYPES' sections. A red box highlights the 'Change Notification Types' button in the 'NOTIFICATION TYPES' section. A modal window titled 'NOTIFICATION TYPES' is open, showing a table of notification types with checkboxes for 'Email' and 'SMS'.

Notification Type	Email	SMS
Administrative	<input type="checkbox"/>	<input type="checkbox"/>
Booking Confirmation	<input type="checkbox"/>	<input type="checkbox"/>
Booking Modification/ Cancellation	<input type="checkbox"/>	<input type="checkbox"/>
Profile Modification	<input type="checkbox"/>	<input type="checkbox"/>
24 Hours Pre-Trip Reminder	<input type="checkbox"/>	<input type="checkbox"/>
Chauffeur Details	<input type="checkbox"/>	<input type="checkbox"/>
Trip Status	<input type="checkbox"/>	<input type="checkbox"/>

4. To access your preference select “Change Notification Types”.

5. View available notifications and check the appropriate box(es) to select your preferred method of conveyance for each type of notification. Some notifications are only available via email. If SMS was selected, the noted mobile number will receive an “Opt In” SMS. Recipient must reply YES to begin receiving any SMS text notifications.