

Citi® Commercial Cards Mobile Alerts

Experience the convenience, efficiency and ease that comes with Citi's Mobile Alerts

With Citi Commercial Card Mobile Alerts, Citi Commercial Card Cardholders can easily stay informed about activity on their cards via their mobile phones. By simply subscribing to these alerts via the CitiManager portal, Cardholders can receive short messaging service (SMS) and e-mail updates on balances, statements, transactions and other relevant information about their accounts on the go.

Citi offers a global mobile messaging service for our Cardholders that mirrors the capabilities they already enjoy with their personal card usage. Citi's new SMS and e-mail alert capability will provide updates on a variety of Cardholder details, from recent transactions to fraud warnings. Additionally, Cardholders can quickly access their Citi Card balance and other key information by sending the appropriate text message command directly to Citi.

Citi offers a suite of alerts across 66 countries and 15 languages. Below are four statement and payment alerts that aim to help Cardholders stay on top of their expenses:

New Statement Available

Receive notification when your statement is available to be viewed on the CitiManager portal. Cardholders are reminded to review their statement and start expense reports to accelerate payment or reimbursement.

Payment Due

Receive notification when there are five days before payment is due on your account. Cardholders are reminded to complete expense reports and make payment in order to avoid late fees.

Payment Received

Receive confirmation when your payment has been received and the credit limit has been refreshed. Cardholders can travel on company business with confidence, knowing they will not be stopped at the point of sale for insufficient credit.

Payment Past Due

Receive notification on your statement due date if payment hasn't been received. Cardholders are reminded to review their expense reports and ensure payment is made.

Ongoing Enhancements

We continue to enhance our Citi Commercial Card Mobile Alert offerings for our Cardholders and Program Administrators to help provide convenient and real-time access to key account and program information through your mobile devices. Log into our CitiManager tool to see all of the alerts you can subscribe to through our Citi Commercial Cards Alerts offering.

For more information on Citi's

Commercial Card Mobile offerings, or to learn about any of Citi's best-in-class payment products and services, contact your Citi representative.

Benefits at a Glance

- **Timeliness:** Prompt notification of events in the office and on the road
- **Efficiency:** Receive information quickly; no need to log onto CitiManager, call customer service or ask Program Administrators for updates
- **24/7 Availability:** Notifications accessible anytime, anywhere on a designated mobile device – or select specific days, times and time zones and receive alerts only when desired
- **Simplicity:** Cardholders and PAs sign up one time via CitiManager and automatically receive ongoing alerts
- **Flexible subscription options:** Choose which alerts to receive and have them delivered via SMS, e-mail or both

How to register for Citi's Mobile Alerts through the CitiManager® Portal

Cardholders can quickly and easily enroll for Citi's Mobile Alerts by simply logging onto CitiManager. Once at the Alerts screen, Cardholders can select the alerts they want to receive.

Step-by-Step Instructions

Navigating to the Alerts Webpage on the CitiManager Portal

1. Log into CitiManager
2. Click "My Profile" on top navigation bar
3. Click the "Alerts" link below your cardholder details

Subscribing to Alerts

Navigating to the Alerts Webpage on the CitiManager Portal

4. On the alerts page, select your desired SMS and e-mail alerts

5. Add the desired mobile phone number and select your telecom provider
6. Choose the time zone, days and hours when you want to receive the alerts
7. Check the box to indicate you agree to the terms and conditions
8. Save your change

After step 8, the alert setup process is complete.

For North America Clients, there is a final confirmation step for SMS alerts before Citi will begin sending SMS messages:

9. Retrieve activation code sent to the registered mobile phone
10. On the CitiManager alerts page, enter the activation code

The screenshot shows the CitiManager Alerts setup page for a user named JULIE K LUBELL. The page includes a navigation bar with 'Home', 'My Card Account', 'Statement', 'Payment', 'My Profile', and 'Resources'. The 'My Profile' section shows user details and a list of alert types with checkboxes for 'Email Alerts' and 'Mobile Alerts'. A 'Mobile Alerts Time Preferences' dialog box is open, allowing selection of time zone, time of day, and days of the week. At the bottom, there are fields for country code, mobile number, and carrier, along with a 'Save' button.

No.	Alert description	Email Alerts	Mobile Alerts
1	Select all		
2	Account Cancellation notice	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3	Account Cancelled notice	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4	Account Suspension notice	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5	Activate Your Card	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Address Changed	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
7	Alert Returned Mail T2	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	Available Credit Remaining (%)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
9	Card delivery issue notice	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10	Credit Limit Changed	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
11	Declining Balance Expiry Approaching	<input type="checkbox"/>	<input type="checkbox"/>
12	Dispute Resolution Notice	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
13	High Value Transaction	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
14	Invoice	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
15	Library Folder Notification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
16	Lost/Stolen Card Notice	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
17	My Card Application status	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
18	My Card Maintenance status	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
19	New Statement Available	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
20	Payment Received	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
21	Reminder: Payment Past due / overdue	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>