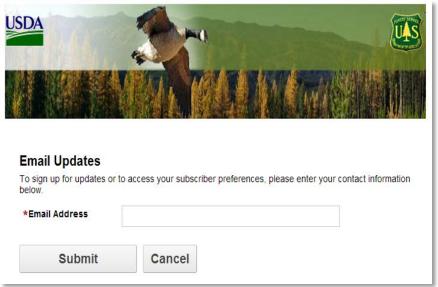
## **How to Self-Subscribe to Current and Future Tongass National Forest NEPA Projects:**

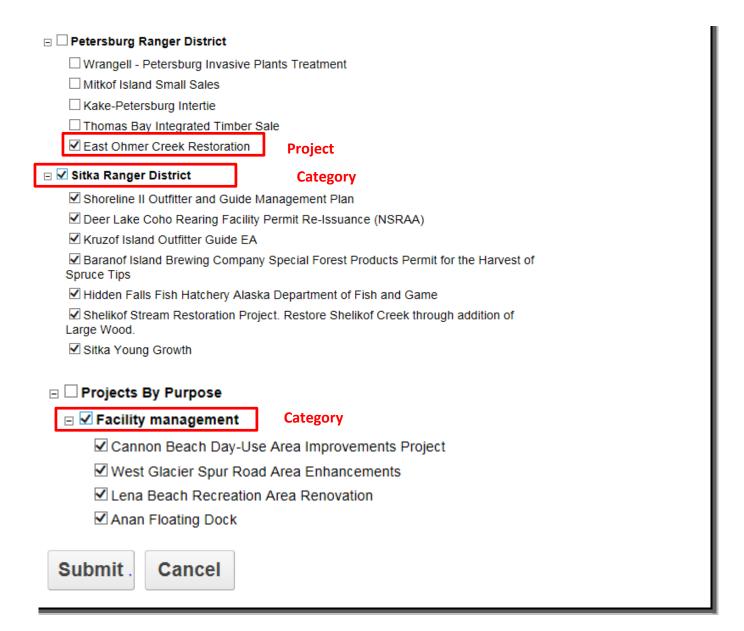
- 1) Click the Tongass National Forest Quick Subscribe Page link
- 2) Enter your email address and click **Submit** to login



3) If needed, click the expand button (the plus symbol - "+") next to Tongass National Forest

## **■** Tongass National Forest Expand

- 4) Repeat Step 3 as needed (expand categories to see all the categories or projects that might be of interest to you).
- 5) Check the project and/or category mailing list boxes that interest you:
  - By selecting a project, you will sign up for an individual project's electronic mailing list. You will not be subscribing to similar projects in the future. You will need to return to this site or to each project web page to sign up for additional projects.
  - By selecting a Ranger District category, you will automatically be signed up for all current and future project mailing lists for that Ranger District (see example below).
  - By selecting a purpose category such as recreation management or facility management, you
    will be signed up for that category (Facility Management below) across the entire Tongass
    National Forest for current and future project mailing lists that have that purpose.



- 6) Click Submit
- 7) The USDA Forest Service will send you a subscription confirmation email
- 8) The USDA Forest Service will send you a confirmation email anytime you are automatically added to a new project mailing list matching your category subscription
- 9) To help us track who is receiving project information, please enter or update your name, address, agency or affiliation, and other information. To enter or update that information:
  - click on the "Subscriber Preferences" link,
  - click on "Questions"
  - enter or update your information in the fields shown.

<sup>\*</sup>To remove yourself from a project or a category, click on the project or category box so that the check mark is removed and the box is empty.