Unsubscribe or Submit Changes to a Subscription
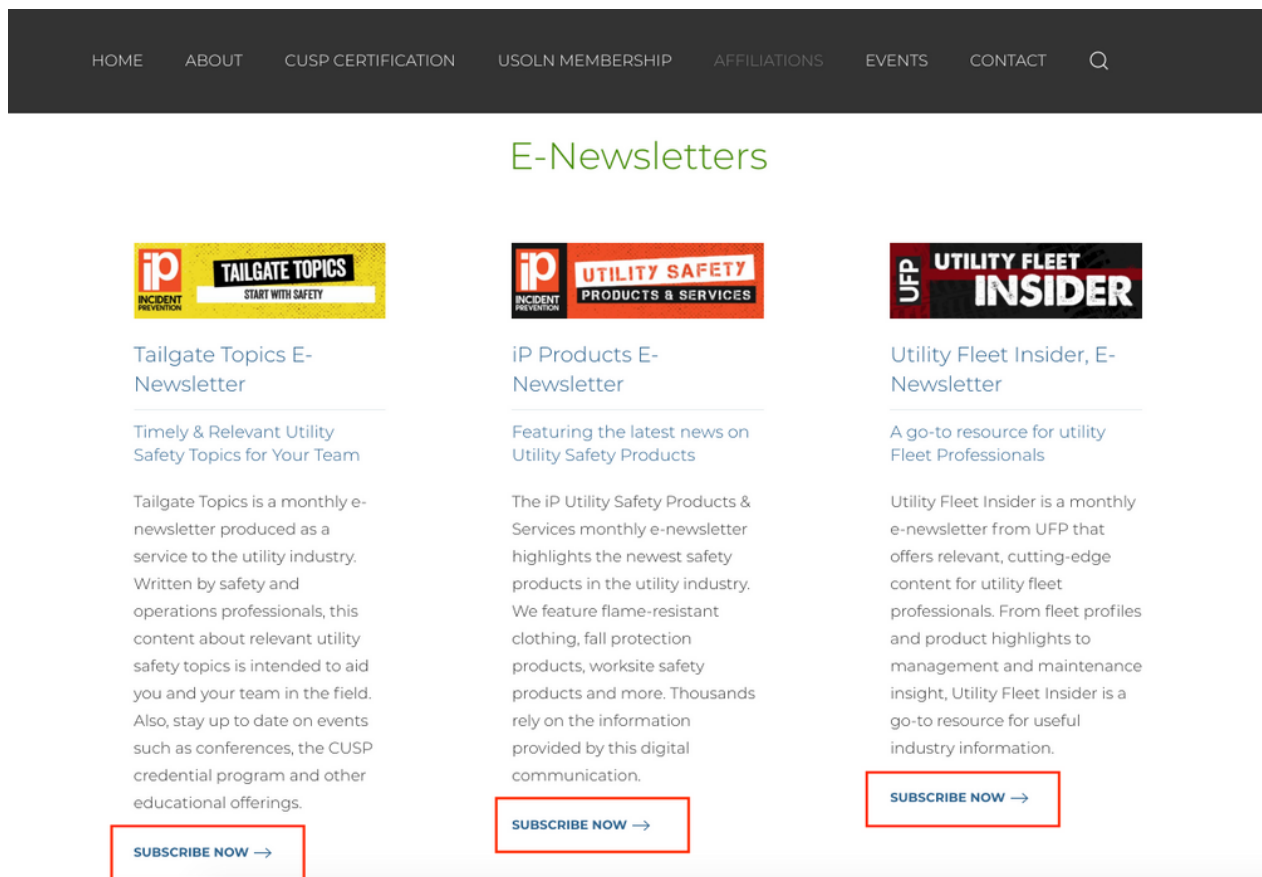
① Open the Form ☐

Click on the subscribe link to get to the subscriber form.

② Select Type of Subscription Information ☐

When filling out the form, it is important to select what type of changes you are making to your subscription. Is it a new subscription, updates to an existing subscription, or that you want to unsubscribe?

After filling in your name and email, click the arrow to the right of the dropdown menu titled "Type of Subscription Information." There you will see the three options.

First Name *

Jane

Last Name *

Doe

Email *

janedoe@company.com

Type of Subscription Information *

✓

I am a new subscriber
I am submitting changes to my subscription
I want to unsubscribe

tion * ⑦

Company *

Type of Business * ⑦

Number of Employees * ⑦

Please note, if you select to unsubscribe, some of the fields below the menu will change.

First Name *

Jane

Last Name *

Doe

Email *

janedoe@company.com

I am a new subscriber
I am submitting changes to my subscription
✓ I want to unsubscribe

Company *

You have selected to unsubscribe from the Incident Prevention communications. Please check the items that you do not wish to receive any longer *

☐ iP Magazine
☐ Tailgate Topics Monthly email
☐ iP Products Monthly email
☐ iPi Online Utility Safety Education Subscriber Update
☐ USOLN Members and CUSP Credential Holders email

You have selected to unsubscribe from the Incident Prevention communications. Please take a moment to let us know why you no longer wish to receive the magazine and/or newsletter(s). *

☐ The information is no longer pertinent to my job.
☐ I receive too many emails.

☐ I do not remember subscribing to receive this content.   ☐ Other (please explain)

Submit

3   **Fill out applicable fields.**   ☐

If you are submitting changes to your subscription, fill out each section with your updated information.

Note that some of your information may not have changed but is still required (fields marked with a red asterisk). Please fill out this information anyway, even if it has not changed.

First Name *	Last Name *
Jane	Doe

Email *

janedoe@company.com

     I am a new subscriber
✓ I am submitting changes to my subscription
     I want to unsubscribe

Job Title *   Job Title/Function * ⑦

Company *   Type of Business * ⑦   Number of Employees * ⑦

What is your employer's fleet size? ⑦

Mailing Address ⑦

Address Line 2

4   **Select Communications**   ☐

After filling out your updated information, scroll down. You will see options for our different communications. To opt in to one or more, click the box to the left side of your desired option (s).

The options are:
- Incident Prevention Magazine (print)
- Incident Prevention Magazine (email)
- Tailgate Topics E-Newsletter
- iP Products & Services E-Newsletter
- IPI Online Education E-Newsletter

- CUSP & USOLN Safety Insider E-Newsletter (for USOLN members and CUSP credential holders)

Once you've made your selections, scroll down and click the blue "Submit" button.

iP Products Monthly email delivery

INCIDENT PREVENTION INSTITUTE

iPi Online Utility Safety Education Alerts - email delivery

USOLN Members and CUSP Credential Holders - email delivery

Submit

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⑤ Unsubscribe Options ☐

If you wish to unsubscribe, please answer the questions at the bottom of the form to indicate which communications you'd like to be removed from and why.

For example, if you'd like to unsubscribe from all communications, then make sure to check all boxes under the first question.

Don't forget to answer the question for why you'd like be to removed. Then click the blue "Submit" button.

First Name *

Jane

Last Name *

Doe

Email *

janedoe@company.com

Type of Subscription Information *

I want to unsubscribe

Company *

ABC Company

You have selected to unsubscribe from the Incident Prevention communications. Please check the items that you do not wish to receive any longer *

☑ iP Magazine

☑ iP Products Monthly email

☑ USOLN Members and CUSP Credential Holders email

☑ Tailgate Topics Monthly email

☑ iPi Online Utility Safety Education Subscriber Update

You have selected to unsubscribe from the Incident Prevention communications. Please take a moment to let us know why you no longer wish to receive the magazine and/or newsletter(s). *

☑ The information is no longer pertinent to my job.

☐ I receive too many emails.

☐ I do not remember subscribing to receive this content.

☐ Other (please explain)

Submit