

To be added to the list please complete the below form:

Add to Notification List:

Remove from Notification List:

First Name:

Last Name:

Email Work:

Email Home:

Work Phone:

Cell Phone:

Home Phone:

FAX Number (if available):

Position:

Member of: (What Unit/Department)

There are two ways to be added or removed from the Notification List

1. Once completed click on the "Save" button and save it to a location on your computer where you can locate it. (usually within "MY DOCUMENTS")
2. To be added to the list of recipients by FAX, please print and Fax this form to: 228-871-3862.
3. To Email it, you can either type this email address, **ncbc\_gpt\_eoc.fcm@navy.mil** or Copy and paste it into your "TO:" line of your email provider, then click on "attachment" and locate where you saved it earlier, then upload it and send as an attachment.