

Quick Reference Guide for Alarm.com Set-up



You will receive a printed letter at time of installation, or a Welcome letter was emailed to you beforehand. Do not attempt to complete account set-up until your system is installed and programmed.

Username: _____

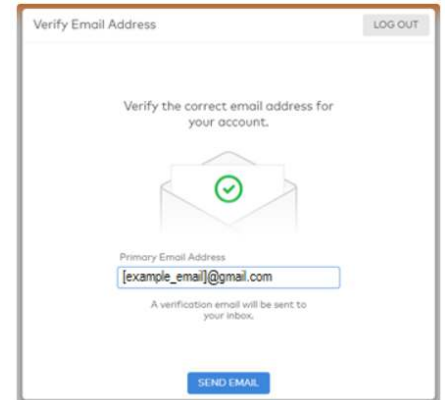
Temporary password: _____

1. Finish account set-up

Use the Alarm.com link on the Quick Link tab of www.evergreensecurity.net, or; Type www.alarm.com/US/evergreensecurity into your web browser, and log-in using the username and temporary password provided.

Save as a Bookmark.

Answer the questions and follow prompts. Be sure to note your new password. Verify your email address.



2. Download the Alarm.com app from your app store

Input your Username and new password. If your phone locks (requires PIN, fingerprint or face ID to use), then check the box labeled "Keep me logged in".



3. Create phone contact

Input 866-291-3599 into your phone and save as "Evergreen Security". If you use "Do Not Disturb" at night, be sure that contacts programmed into your phone have permission to ring during this time. Failure to do this may result in you missing urgent emergency calls.

4. Set up additional Users and Logins (see Reference Guide for full details)

Open Bookmark for www.alarm.com/US/evergreensecurity and log in using your username and password.

5. **Users** have your permission to arm/disarm the system using a code at the keypad. They may, or may not, be an "RP", or Responsible Party. These individuals would also have a key and your permission to enter the premises, with authorities, in the event you are unavailable.

Logins are granted permission to interact with your system using a web browser or smart phone app. The permissions they have enabled (arm/disarm, add/delete user codes, etc.) are selected by you. See Reference Guide, or online Help, for more information.



Report Updates to Evergreen Security

You must report changes to Users/Responsible Parties so that Evergreen Security has an accurate list of your users, their passcodes and, when applicable, phone numbers to be called in the event of an alarm event. This ensures only authorized users have access to your system and may report a false alarm and/or cancel dispatch of authorities. Please report these changes to support@evergreensecurity.net. Include your account number and describe the action desired, such as an addition or deletion, or change to an existing user. Be sure to provide user #, name, passcode and, if an "RP", a phone number.

Visit www.evergreensecurity.net/support for more information about using your system.