# MyNHBC Portal.

**Email notifications** 





## Notifications – key events

Notifications enables you to request personal email notifications for the key events below. If you use this facility, you will receive an email at the beginning of each day listing all your notifications.

Notification	Description
Anticipated final date approaching	Where an anticipated final date has been entered against a plot, you will receive an email alert 21 days prior. You can enter your anticipated final dates via the Site Overview or Plot Details page.
Building control documents	You will be notified when building control related documents are available in 'Documents from NHBC'.
Buildmark warranty certificates	You will be notified when a new Buildmark Warranty Certificate is available on the Portal.
Conditions cleared	You will be notified when a Technical Condition is cleared by NHBC with the condition reference and the plot(s) it applies to.
Conversion documents	You will be notified when conversion-related documents are available in 'Documents from NHBC'.
Customer Services documents	You will be notified when Customer Services documents are available in 'Documents from NHBC' eg policy registration confirmation letter.
Engineering documents	You will be notified when engineering-related documents are available in 'Documents from NHBC'.
Inspection documents	You will be notified when inspection-related documents are available in 'Documents from NHBC'.

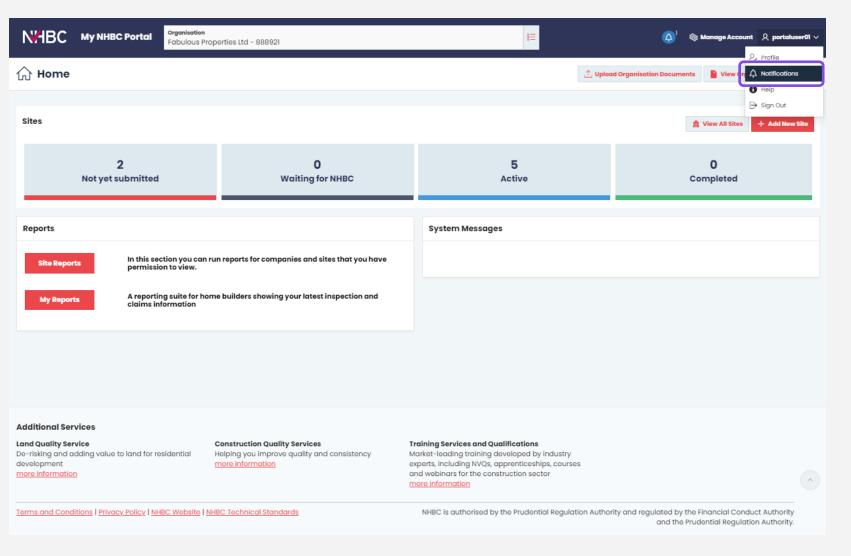
# Notifications – key events

#### Continued

Notification	Description
New Building Control Certificates from NHBC	You will be notified when a new Building Control Certificate is available on the Portal.
New Warranty Release Confirmation from NHBC	You will be notified when a new Warranty Release Confirmation document is available on the Portal.
New conditions added	You will be notified of new conditions we add with the condition reference and the plot(s) it applies to.
New reportable items added	You will be notified of reportable items we add with the Standards code, inspection stage, description and the plot(s) it applies to.
Plot finalled for warranty but not building control	You will be notified 7 days after a plot has been finalled for warranty where building control is still outstanding. This will contain the site, plot and policy number.
Plots started but not registered	You will be notified when a plot has had its first NHBC inspection but has not yet been registered for warranty.
Warranty assessment documents	You will be notified when warranty assessment related documents are available in 'Documents from NHBC'.



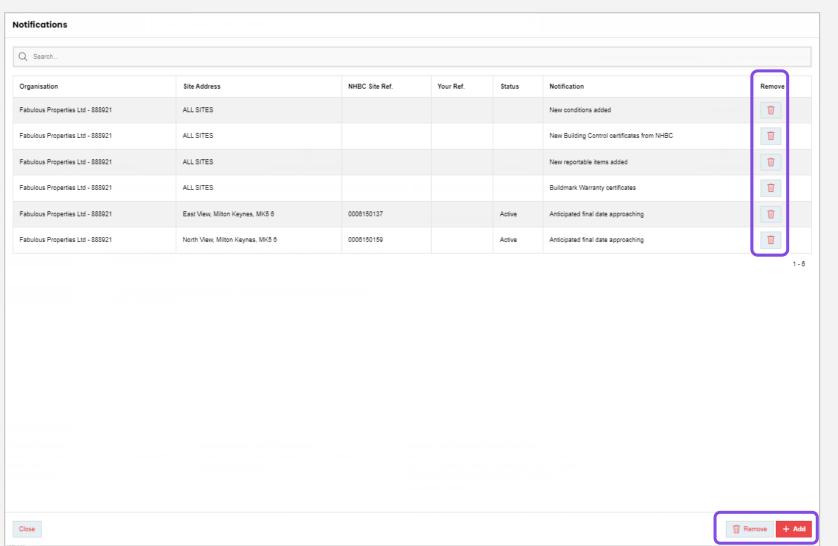
### View notifications



You can view and edit your notifications by clicking the 'Notifications' link in your user menu.



#### Add and remove notifications



Any notifications you have already set up are listed.

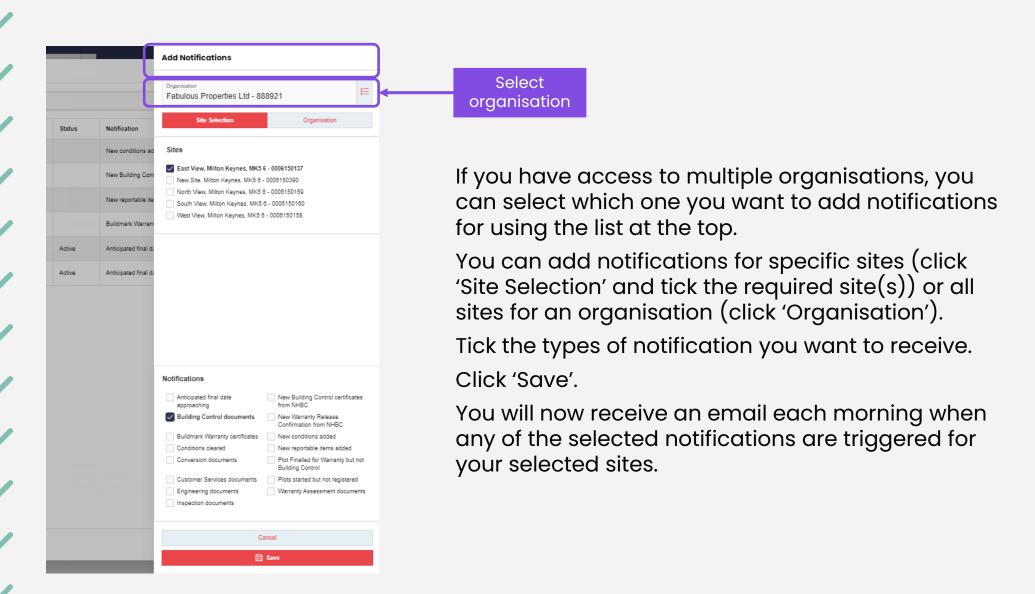
You can remove specific notifications by clicking the dustbin icon in the 'Remove' column.

You can remove all your current notifications by clicking the 'Remove' button at the bottom of the page.

You can add new notifications by clicking the 'Add' button at the bottom of the page to open the 'Add Notifications' panel.



#### Add notifications





# Need support?

For more information about My NHBC Portal, please contact NHBC's Portal Support team on 0344 633 1000 or email us at <a href="mailto:onlinesupport@nhbc.co.uk">onlinesupport@nhbc.co.uk</a>

