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How do I use a custom email template as my form's confirmation email?

Last Modified on 24/09/2024 1:38 pm AEST

Overview

If you have previously created a custom [HTML Email Template](#) using our email template builder, you can select these templates as your default confirmation email content for specific Membership Forms

Step-by-Step

Step 1: Edit your Membership Form

In your left-hand menu, click **Membership Forms** > **Membership Forms** > Find the form you wish to apply a confirmation email template to and select **EDIT**

Step 2: Apply a custom email template as your Registration Success Email

Go to the **Messages & Notifications** tab > On the **Registration Success Email** option, toggle to the **Select Template** tab > Choose the relevant email template from the list provided > click **SAVE**

With this template applied, any members who successfully complete their registration through this Membership Form will receive the attached template as their confirmation email

Watch

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