

# GovDelivery – Changing the From Address Field

Now you can change the From Address field when creating an Advanced Bulletin Newsletter to show that it's coming from you, instead of the Oregon State Legislature default account.

How to change the From Address when creating an Advanced Bulletin Newsletter:

1. Click the "Bulletins" on the left-hand side of your screen.
2. Click "Create Advanced Bulletin" button.
3. Select the template you want to use.
4. Click the "Audience" button.
5. From the Recipients area, click the "+" button and select the Subscriber Topic(s) you wish to send to. Click "Save and Next".
6. Click the "Content" button.
7. Now you can change the default Oregon State Legislature From Address to your own. Click the "From Address drop-down" and selecting the address for your legislator\*.
8. Click "Save Now" and continue building your Newsletter.

*\*The new from address will end in "@public.govdelivey.com", but all replies from constituents will automatically be re-directed to member's state email accounts.*