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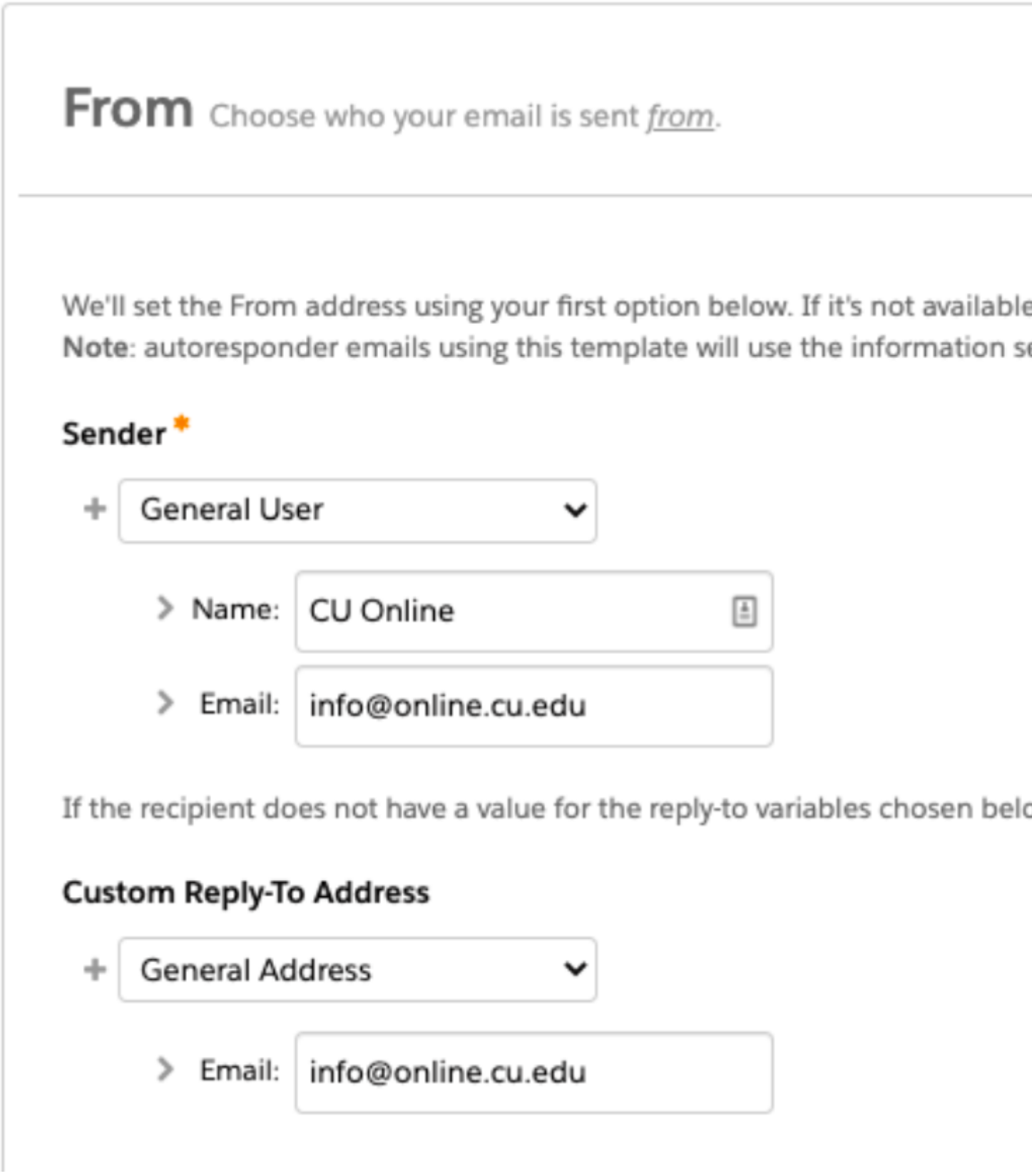
How to Modify Sender and Reply-To Information in Pardot [1]



February 10, 2023 by jennifer.mortensen [2]

Pardot gives communicators the ability to customize the email from name and address as well as the reply address. Follow the steps below to customize your sender and reply information.

1. From your email or template in Pardot, navigate to the **SENDING** tab in the top menu.



2. Pardot will open a **From** menu that allows you to customize your sender and reply information.

3. Select your associated user name from the **Sender** drop down menu.

4. Select or type the email from name in the **Name** text box (for example, CU Online).

5. Select or type the email address associated with the from name in the **Email** text box (for example, info@online.cu.edu [3]).

6. If you want to specify a reply address that is different from the from email address, select the address type in the **Custom Reply-To Address** drop down menu.

7. Select or type the email address to which replies should be directed in the **Email** text box (for example, online@online.cu.edu [4]).

8. Click **Save**.

9. Click **Publish to Template**.

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