Contact Form: How do I change the email address Contact Form messages go to?

1. From your Dashboard, select "Contact Forms" located in the "My Toolbox" box.

2. Scroll down to where it says "Email."

3. In the "Email" box, deleted the email address you don't want, and enter the one you do want.

4. If there is an address in the "Secondary Email" box that you want to change, delete it and add the one you do want. OR leave it blank (secondary email is optional).

5. Scroll down to the green button that says, "Change Website Info" (NOT the green button that says "Update").

6. Select "Publish" in the dark blue box at the top of the page.

7. To make your changes live, select "Publish All Pages."

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