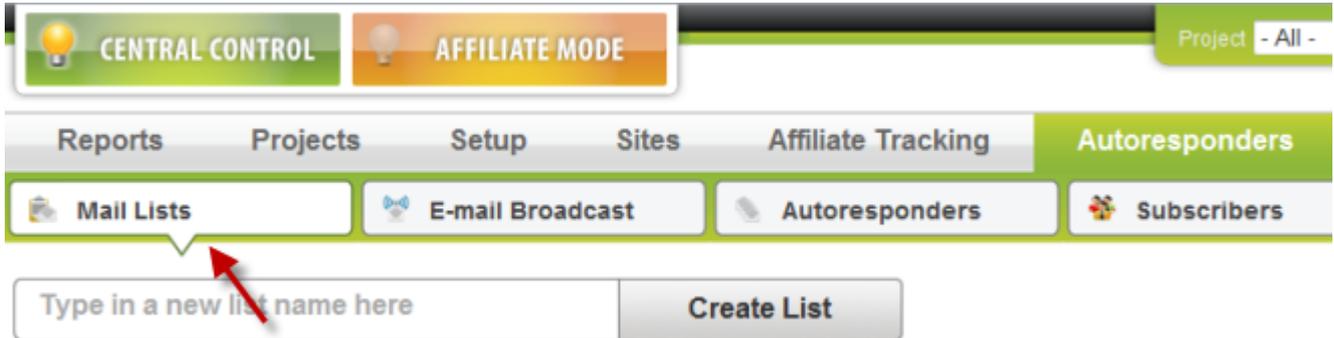# Get to Know FusionHQ Mailing List

The **"Mailing List"** is found under the **"Autoresponder"** section. It's where you record the email address, firstname and lastname of your subscribers. Only if you have FusionHQ mailing service, you can create the mailing list.

When you create the mailing list, you need to verify the existence of your email account. The verification message will be automatically sent to the email in the **"Send From Email"** option. Note that each time you change the **"Send From Email"** email, the verification message will be sent again.

Using FusionHQ mailer means you are activating the double optin email option. Double optin means your customers need to confirm being added to your mailing list or they allow you to add them to your mailing list. Once you make a new mailing list, you can enable or disable the confirmation email.

If you enable, the confirmation email will be automatically sent to the email that your customers used to optin to your list. They need to click the link provided from FusionHQ mailer to confirm. You are allowed to customize its text content.

Confirmation email format

We received your request for information from
    Tanya Hart
Before we begin sending you the information you
requested, we want to be certain we have your permission.

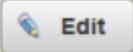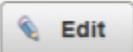
CONFIRM BY VISITING THE LINK BELOW:

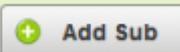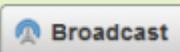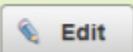http://www.fhqmail.com/index.php?act=autoresponderxxxxxxx

You are recieving this email as your email address has been submitted
to a form managed by the FusionHQ Mailer. To confirm your email please
click on the link below. If you have recieved this message in error
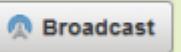please ignore this message.

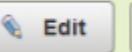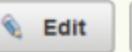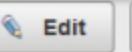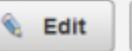--

If you disable or if they do not confirm, yet their emails are added to your mailing in the **"Unconfirm"** option and we do not guarantee if they will get your autoresponder message or not if in the future you have any.

List Name	Total Size Confirm / Unconfirm ←				
1sc mail Show Sub-list »	18 9/9	Add Sub	Broadcast	Edit	Delete
eway optin Show Sub-list »	10 6/4	Add Sub	Broadcast	Edit	Delete
july event Show Sub-list »	5 1/4	Add Sub	Broadcast	Edit	Delete
monthlysubscribers Show Sub-list »	0 0/0	Add Sub	Broadcast	Edit	Delete

Also, the **"Mailing List"** also allows you to create the sub-list so you can categorize people in the same list.

"Confirm" & **"Unconfirm"** lists are auto-created when you create a mailing list.

You are also able to create more sub-lists and set up the **"Primary Rules"** and / or the **"Secondary Rule"** of each sub-list.

Rules can be provided by your products, membership levels, members of other optin lists or members of your affiliate campaigns which your customers get when they optin, buy your product or apply for the affiliate of your campaign.

You cannot use the mailing list directly when you create the optin page. Once the mailing list is created, our system will replicate its optin list at the **"Setup"** section. It has the same name with **"form"** as the suffix *(or at its end)*.

You have the option to change the mailing list destination of the optin form.

Then at the optin page, choose any optin list which links to your preferred mailing list.