

How to Verify Your Email Sending Domain

Settings Hub > Settings > Email from addresses

You can verify your club's whole email domain (for example yourclub.co.uk) instead of confirming each sender address one by one. Once your domain is verified, any address you add at that domain can be used straight away.

Why verify a domain?

- Emails sent from any address at your domain are authenticated, so fewer of them land in families' junk folders.
- You don't need to wait for a confirmation email for each new address.

Before you start

- You'll need access to your domain's DNS settings (usually with the company you bought your domain from, or whoever manages your website).
- If you can't edit your DNS, choose **I can't edit this domain's DNS. Add one address instead.** and follow [Add new email sender address](#).

Verifying your domain

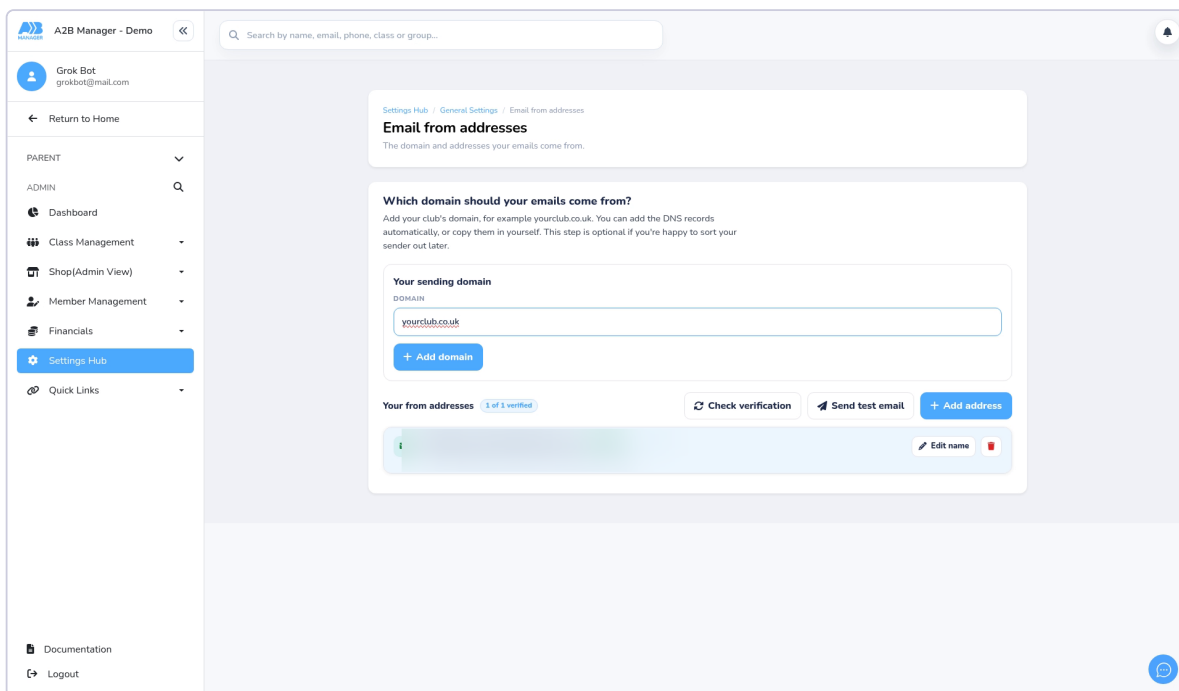
1. Open Email from addresses (0:00)

- Go to **Settings Hub > Settings** and open **Email from addresses**.
- Under **Your sending domain** you'll see the **Domain** box.

The screenshot shows the 'Email from addresses' settings page in the A2B Manager. The left sidebar contains a navigation menu with options like 'Return to Home', 'PARENT', 'ADMIN', 'Dashboard', 'Class Management', 'Shop (Admin View)', 'Member Management', 'Financials', 'Settings Hub' (highlighted), and 'Quick Links'. The main content area has a search bar at the top. Below it, the 'Email from addresses' section is active, showing a breadcrumb 'Settings Hub / General Settings / Email from addresses'. The main heading is 'Email from addresses' with a subtext 'The domain and addresses your emails come from.' Below this, a section titled 'Which domain should your emails come from?' explains that adding the domain is optional. A form labeled 'Your sending domain' has a 'DOMAIN' field with 'yourclub.co.uk' entered and an '+ Add domain' button. At the bottom, there's a 'Your from addresses' section showing '1 of 1 verified' addresses, with buttons for 'Check verification', 'Send test email', and '+ Add address'. An 'Edit name' link is also present next to the verified address.

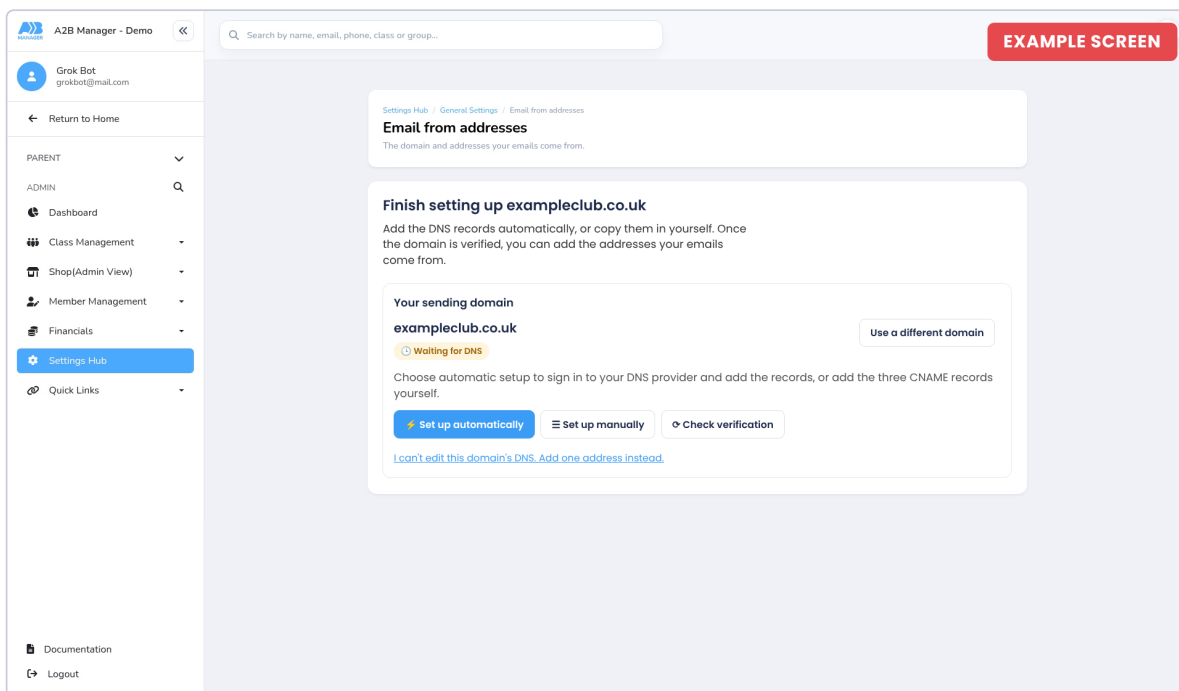
2. Add your domain (0:09)

- Type your domain in the **Domain** box, for example yourclub.co.uk. Enter the domain only, not an email address.
- Click **Add domain**.



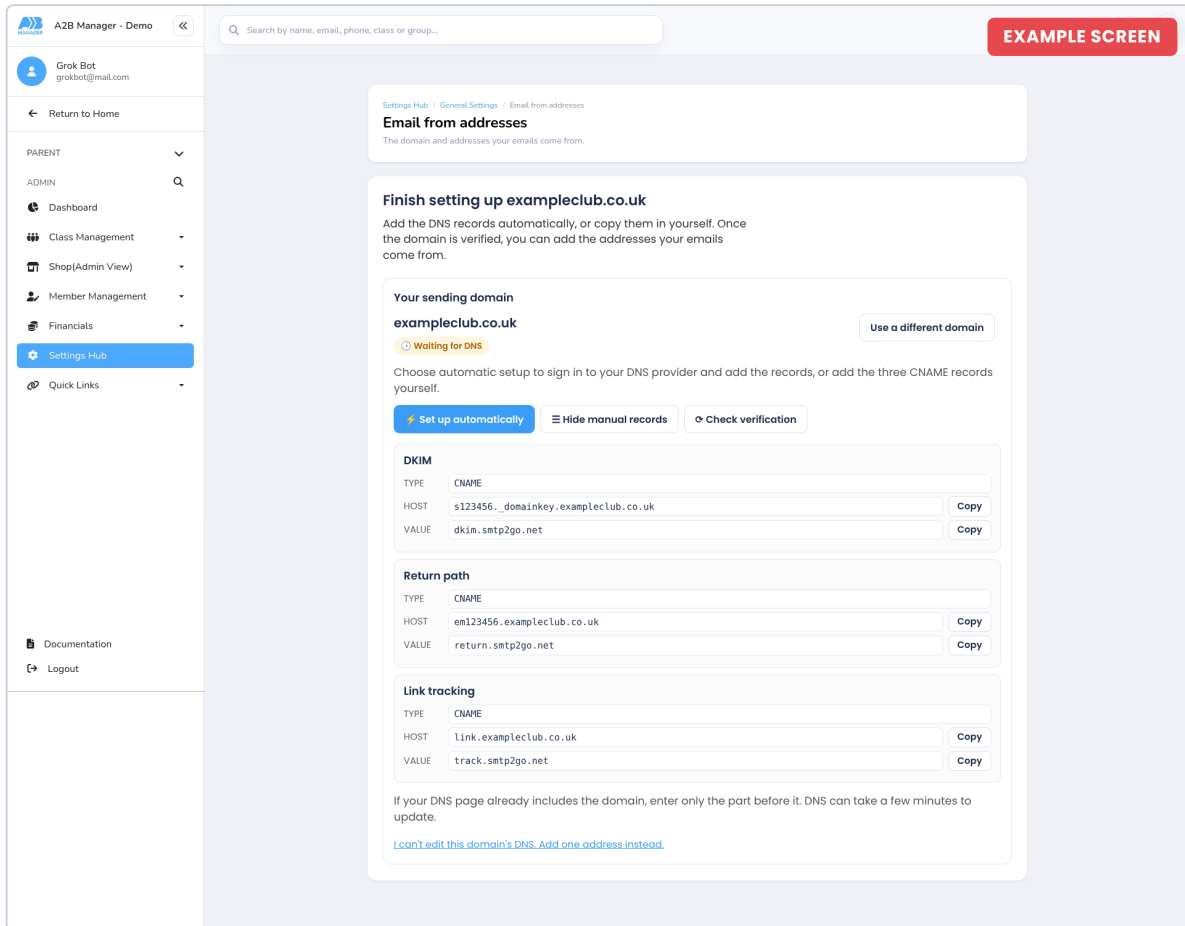
3. Choose how to add the DNS records (0:17)

- Your domain now shows **Waiting for DNS**.
- **Set up automatically**: if this button shows, click it and sign in to your DNS provider to add the records for you.
- **Set up manually**: click this to see the records to copy in yourself.



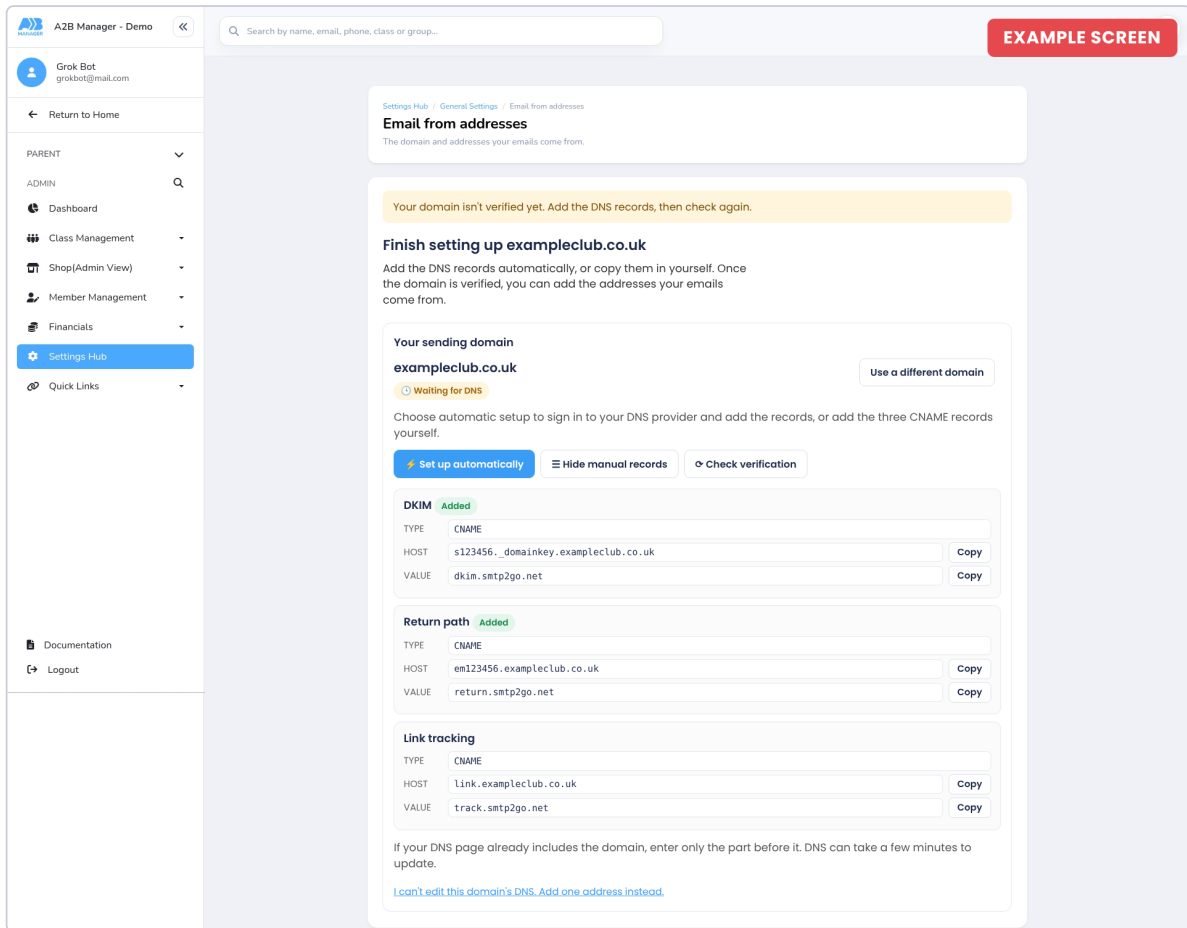
4. Add the three CNAME records (0:27)

- You'll see three **CNAME** records: **DKIM**, **Return path** and **Link tracking**.
- For each one, use the **Copy** buttons to copy the **Host** and **Value** into a new CNAME record in your domain's DNS settings.
- If your DNS page already adds your domain to the end of the host, enter only the part before it.



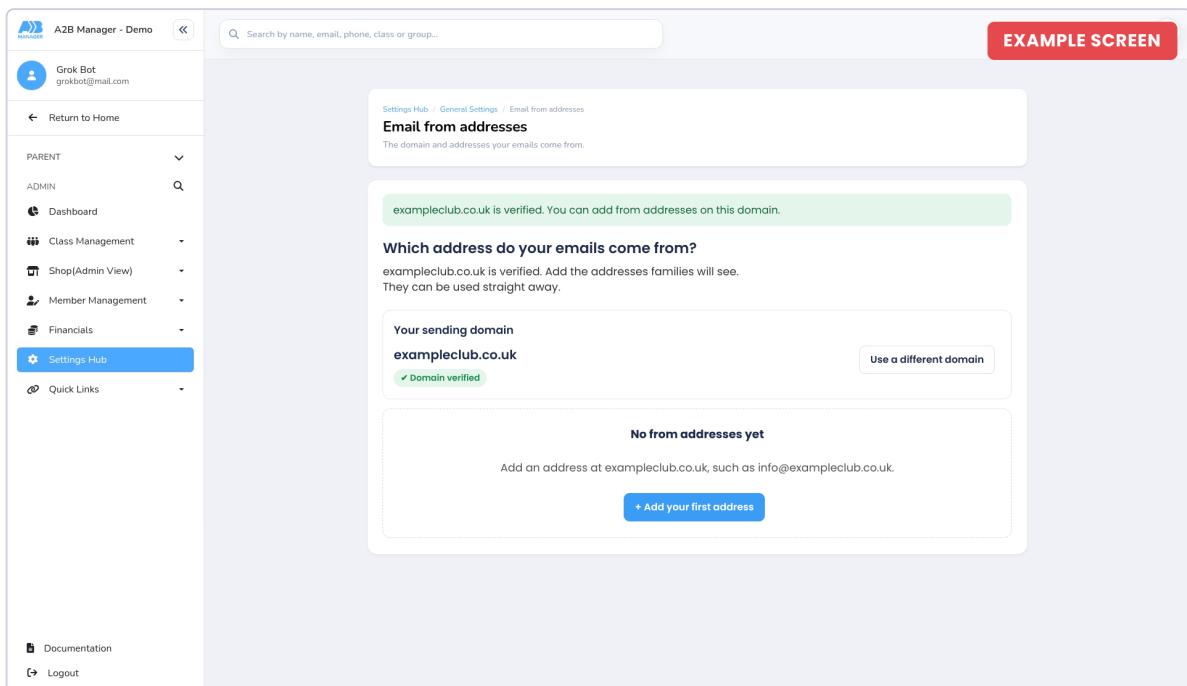
5. Check verification (0:27)

- Back in A2B Manager, click **Check verification**. Each record shows **Added** once it's found.
- If you see "Your domain isn't verified yet", wait a little and click **Check verification** again. DNS can take a few minutes to update, and sometimes longer depending on your domain host.



6. Add your from addresses (0:41)

- When all the records are found, your domain shows **Domain verified**.
- Click **Add your first address** and add an address at your domain, such as info@yourclub.co.uk. It can be used straight away, with no confirmation email. Sender name, default and test emails work as described in [Add new email sender address](#).



Changing your domain

- Click **Use a different domain**, then **Confirm remove**. You can then add a new domain.
- Addresses at the old domain will need to be verified again before they can be used.

Related guides

- [Add new email sender address](#)

Tip: The screens for steps 3 to 6 are examples using exampleclub.co.uk. Your own screens will show your domain and the record values for your club.