

Start FREE Today!

No credit card required.

Step-1 Sign up for constant contact and verify your email

Email

xxx@yyy.zzz

Your email address serves as your username.

Password

☐

Show password

Your password must be 6 characters or more.

☐

I've **read and agreed** to the [Terms & Conditions](#) and
[Mail Terms of Service](#).

Get Started!

Step-2 Add security Question

My Account > Add Security Question

We are updating Constant Contact with additional security features. To apply these features to your account, we require additional information from you.

Your Question:

Select a Security Question ▼

Your Answer:

Submit

Step-3 Set up your first list

Let's get started!

Here are a few steps to get your account ready to send your first email.



Set up your first list

You can send unlimited campaigns to up to 100 contacts during your trial.



Add your organization info

Provide your organization's website, logo, and physical address. [Why we need it.](#)



Create your first email

You can try any campaign during your trial, but email is a great place to start.

Create

60 Days left in your trial

Send unlimited email to 100 contacts. Or, [buy now.](#)



View guides, FAQs, and videos.

Find helpful [apps and integrations](#), or [services that save you time.](#)

Need additional help?

Call a coach, free.

📞 781-482-8912

Step-4 Contacts

[Campaigns](#)[Contacts](#)[Reporting](#)[Library](#)[View Pricing](#)[781-482-8912](#)

You're getting closer!

Keep working through the steps below to get ready to send your first email.

Click here

Create



Add your organization info

Provide your organization's website, logo, and physical address. [Why we need it.](#)



Create your first email

You can [try any campaign](#) during your trial, but email is a great place to start.



You successfully created your list.

60 Days left in your trial

Send unlimited email to 100 contacts. Or, [buy now](#).



[View guides, FAQs, and videos.](#)

Find helpful [apps and integrations](#), or [services that save you time](#).

Need additional help?

Call a coach, free.

781-482-8912

Step-5 Email List

Contact Management

Add Contacts ▾

Search Contacts...



Advanced

Active Contacts List

☒ Make Contacts my default view

0 Contacts *Select contacts to organize, export or remove...*

There are no contacts in this view.

[View all contacts](#)

Contacts

• Active (0)

• Unsubscribed (0)

• [View All Contacts](#)

Email Lists

• General Interest

• [View All Lists](#)

Tags



Click Here

Step-6 Sign-Up Tools

[Contacts](#) | [Reports](#) | [Activity](#) | [Sign-Up Tools](#)

Click Here

Contact Management

Add Contacts ▾

Search Contacts...



Advanced

Active Contacts List

☒ [Make Contacts my default view](#)

0 Contacts *Select contacts to organize, export or remove...*

There are no contacts in this view.

[View all contacts](#)

Contacts

• **Active (0)**

• Unsubscribed (0)

• [View All Contacts](#)

Email Lists



• General Interest



• [View All Lists](#)

Step-7 Sign-Up Form

[Campaigns](#)[Contacts](#)[Reporting](#)[Library](#)[View Pricing](#)[781-482-8912](#)

Sign-Up Tools

[Best ways to use these tools.](#)[Create a Sign-Up Form](#)

Web Sign-Up Forms

These forms are ready to go! Use them now, or customize to fit your brand.

Add a sign-up form to your website by selecting **Embed Code** from the **Actions** dropdown below.



| Name | Sign-Ups | Date Modified | |
|-------------------------------------|----------|---------------|-----------|
| Sign-Up Form | 0 | 6/16/2016 | Actions ▾ |
| Update Profile Form | -- | 6/16/2016 | Actions ▾ |

Click Here

Additional Web Sign-Up Forms

Create additional sign-up forms if you need separate forms for different web pages.

You haven't created any additional sign-up forms.

[Create a Sign-Up Form](#)

More Tools

[Facebook Sign-Up Form](#)[Text to sign-up](#)[App MarketPlace](#)

Contact Emails

[Welcome Email](#)[Update Profile Email](#)[Sign-up & Unsubscribe](#)[Updates](#)

Step-8 Sign-Up Form



Campaigns

Contacts

Reporting

Library

[View Pricing](#)

[781-482-8912](#)



Sign-Up Form

Form Details

Contact Fields

Form Appearance

* Form Title

Add your headline here.

Sign up to stay in touch!

Description

Encourage new contacts to join.

Sign up to get interesting news and updates delivered to your inbox.

* Select Email Lists

If you choose only one list, we'll add all contacts to that list and it won't display on your sign-up form.



General Interest

Setup your form and then continue

[Cancel](#)

[Preview Form](#)

[Continue](#)

Step-9 Sign-Up Form



Campaigns

Contacts

Reporting

Library

Contacts

Reports

Activity

Sign-Up Tools

Sign-Up Form

Form Details

Contact Fields

Form Appearance

Add fields to gather more info about your new contacts.

Keep in mind — requiring a lot of contact info could result in a lower sign-up rate.

| Required | Fields |
|-------------------------------------|---------------------------|
| <input checked="" type="checkbox"/> | Email Address |
| <input type="checkbox"/> | First Name ✕ |

[Additional fields...](#)

Cancel

Preview Form

Continue

Then continue

Step-10 Sign-Up Form



Campaigns

Contacts

Reporting

Library

Contacts

Reports

Activity

Sign-Up Tools

Sign-Up Form

Form Details

Contact Fields

Form Appearance

Add fields to gather more info about your new contacts.

Keep in mind — requiring a lot of contact info could result in a lower sign-up rate.

| Required | Fields |
|-------------------------------------|---------------------------|
| <input checked="" type="checkbox"/> | Email Address |
| <input type="checkbox"/> | First Name ✕ |

Then continue

[Additional fields...](#)

Cancel

Preview Form

Continue

Step-11 Sign-Up Form



Campaigns

Contacts

Reporting

Library

Contacts

Reports

Activity

Sign-Up Tools

Sign-Up Form

Form Details

Contact Fields

Form Appearance

My Logo

Choose File

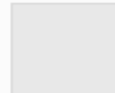
Recommended size: 300 x 100 pixels

Form Colors

Font Color



Background Color



Cancel

Preview Form

Finish

Then Finish



Step-12 Sign-Up Form

Web Sign-Up Forms

These forms are ready to go! Use them now, or customize to fit your brand.
Add a sign-up form to your website by selecting **Embed Code** from the **Actions** dropdown below.



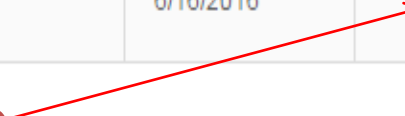
| Name | Sign-Ups | Date Modified | |
|-------------------------------------|----------|---------------|-----------|
| Sign-Up Form | 0 | 6/16/2016 | Actions ▼ |
| Update Profile Form | -- | 6/16/2016 | Actions ▼ |

Additional Web Sign-Up Forms

Create additional sign-up forms if you need separate forms for different web pages.


| Name | Sign-Ups | Date Modified | |
|----------------------|----------|---------------|-----------|
| TEXT | 0 | 6/16/2016 | Actions ▼ |

Click Here



More Tools

 [Facebook Sign-Up Form](#)


 [Text to sign-up](#)

 [App MarketPlace](#)

Contact Emails

 [Welcome Email](#)

 [Update Profile Email](#)

 [Sign-up & Unsubscribe
Updates](#)

Step-13 Sign-Up Form

[Campaigns](#)[Contacts](#)[Reporting](#)[Library](#)

These forms are ready to go! Use them now, or customize to fit your brand.
Add a sign-up form to your website by selecting **Embed Code** from the **Actions** dropdown below.



| Name | Sign-Ups | Date Modified | |
|-------------------------------------|----------|---------------|-----------|
| Sign-Up Form | 0 | 6/16/2016 | Actions ▼ |
| Update Profile Form | — | 6/16/2016 | Actions ▼ |

Additional Web Sign-Up Forms

Create additional sign-up forms if you need separate forms for different web pages.

| Name | Sign-Ups | Date Modified | |
|----------------------|----------|---------------|-----------|
| TEXT | 0 | 6/16/2016 | Actions ▼ |

- Preview
- Edit
- Form URL
- Form QR Code
- Sign-Up Button
- Embed Code
- Delete Form

Click Here



Step-14 Sign-Up Form

Campaigns

Contacts

Reporting

Library

View Pricing

781-482-8912

Web Sign-Up Forms

These forms are ready to go! Use them now, or customize to fit your needs.

Add a sign-up form to your website by selecting **Embed Code**.

| Name | Sign-Up Form |
|---------------------|--------------|
| Sign-Up Form | 0 |
| Update Profile Form | — |

Additional Web Sign-Up Forms

Create additional sign-up forms if you need separate forms for different audiences.

| Name | Sign-Up Form |
|------------------------|--------------|
| Sign-Up Form 6/24/2016 | 0 |
| SMC | 0 |

Embeddable Sign-Up Form

Form Code

Use the code below to add a Sign-Up Form on your website. Learn how to customize the form code in this [FAQ](#).

Us</h2>

<p>Sign up to get interesting news and updates delivered to your inbox.</p>

<!-- The following code must be included to ensure your sign-up form works properly. -->

<input data-id="ca:input" type="hidden" name="ca" value="eadfa5d6-683c-428a-ae7e-c7671aaad9cf">

<input data-id="list:input" type="hidden" name="list" value="1661729182">

<input data-id="source:input" type="hidden" name="source" value="EFD">

<input data-id="required:input" type="hidden"

Cancel

Preview Form

Copy the CA number and paste in the admin

Step-15 Constant Contact Page

Mailchimp/Constant Contact Page

Edit Mailchimp/Constant Contact Content

Show Default Emitter As

☐ Mailchimp Or ☐ Constant Contact Or ☐ Both

MailChimp App Key

6a2ad20d4b8cd20108b239ff7e82bfd3-us13

MailChimp List Id

fb8eb40438

Constant Contact C A NUMBER

Save

Cancel

 Paste the copied CA Number