

## Need to Customize the “Member Level Change Initiated” and the “Member Level Change Succeeded” automated emails.

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The Membership emails screen states, “Note: the following emails cannot be customized: "Member level change initiated" and "Member level change succeeded".

Please allow these emails to be customized! This system email format looks awful! We want all our emails to have our logo, branding message, and a welcoming and appreciative content. It’s critical to look professional and appreciate our members when they increase their membership level!

We are starting a campaign to appeal to our members to change their membership levels from annual memberships to monthly sustaining memberships, which will increase the amount of their commitment and financial support. It will be an embarrassment to have this automated email sent to them.

Please allow us to make these emails professional looking!

Thank you!

**Automatic email - June 04, 2019 5:25 AM**

Subject: Membership level change completed at Sustainable Tallahassee  
Origin: Membership level changed  
Sustaining Member [view level](#)  
Sent by: Automatically by the system  
Reply-to: Sustainable Tallahassee, <admin@sustainabletallahassee.org>

**Delivered**

██████████ copied to admin)  
██████████ Leon County Master Gardeners

Email opened  
No links clicked  
Tracking active until September 02, 2019

Email text [Links tracking](#)

Membership level change completed at Sustainable Tallahassee

Dear ██████████

Your membership level change at Sustainable Tallahassee has been completed.

Your new membership details:  
Name: ██████████  
Email: ██████████  
Membership status: Active  
Member since: April 21, 2014  
Renewal date: July 01, 2019  
Membership Level: Sustaining Member (\$25.00 (USD))

You can log in at <https://www.sustainabletallahassee.org/> and with your email ██████████ and password.

Don't know your password? Reset it here <https://www.sustainabletallahassee.org/Sys/ResetPasswordRequest>