Configuring an email forwarder in cPanel

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Overview:

Email forwarders allow you to automatically forward mail sent to your cPanel email address to either other addresses in the same account, or to externally hosted email accounts, such as Gmail or Hotmail.

Method:

1. Login to your cPanel hosting service.

2. Under the "Email" header, select "Forwarders".

3. Click on the blue "Add Forwarder" button.

4. Select the address to forward.

    1. Note that this address does not need to exist as a mailbox on your account.

5. Select the address to forward mail to.

6. Click on the blue "Add Forwarder" button at the bottom of the page.