

Alternate Contacts Account Details

Introduction

Alternate Contacts in AWS provide a crucial communication link, allowing outreach to three designated individuals or groups associated with your account. Beyond individual contacts, you can utilize email distribution lists for teams managing billing, operations, and security. These contacts operate independently of the root user's email and offer distinct types, such as Billing, Operations, and Security. Whether your accounts are standalone or part of an organization, the process of adding or modifying alternate contacts varies. For standalone accounts, use the AWS Management Console or AWS CLI & SDKs. In AWS organizations, central management is facilitated by a user in the management or delegated admin account. Gain insights into these procedures by referring to the respective guides: "Update standalone AWS account alternate contacts" and "Update AWS account alternate contacts in your organization." This streamlined approach ensures effective communication tailored to your organizational structure.

Benefits of Maintaining Updated Alternate Contacts

Enhanced Communication:

- Having up-to-date Alternate Contacts ensures that we can reach the right individuals within your organization promptly.
- In case of critical notifications or security alerts, the designated contacts will be informed promptly.

Efficient Support:

- Quick access to the right contacts expedites the resolution of support queries.
- Ensure that relevant team members are aware of any operational issues or upcoming changes.

Business Continuity:

- Alternate Contacts become crucial during unexpected events or emergencies.
- Ensure seamless communication even if the primary account holder is unavailable.

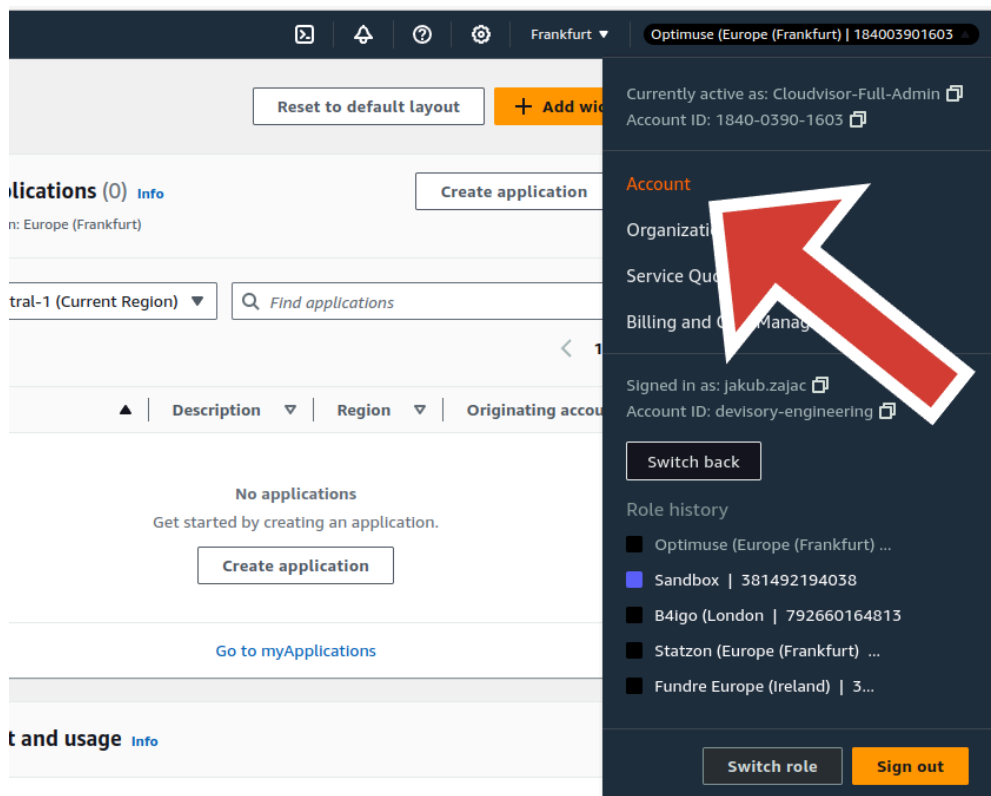
Details

To update your Alternate Contacts Account Details, please provide the following information for each designated contact:

- Full Name
- Title
- Email Address
- Phone Number

Guidance

1. [Log in to your AWS Management Console.](#)
2. Navigate to the “**Account**” section.



3. Select the contact you wish to add from the '**Alternate Contacts**' section by clicking the '**Add**' button.

