WORKFLOWVAULT

Free template | n8n | ~10 min setup

Form to Sheet + Instant Alert

Every form submission lands in Google Sheets and an email alert reaches you within seconds. Works with the built-in n8n form or your own website form.

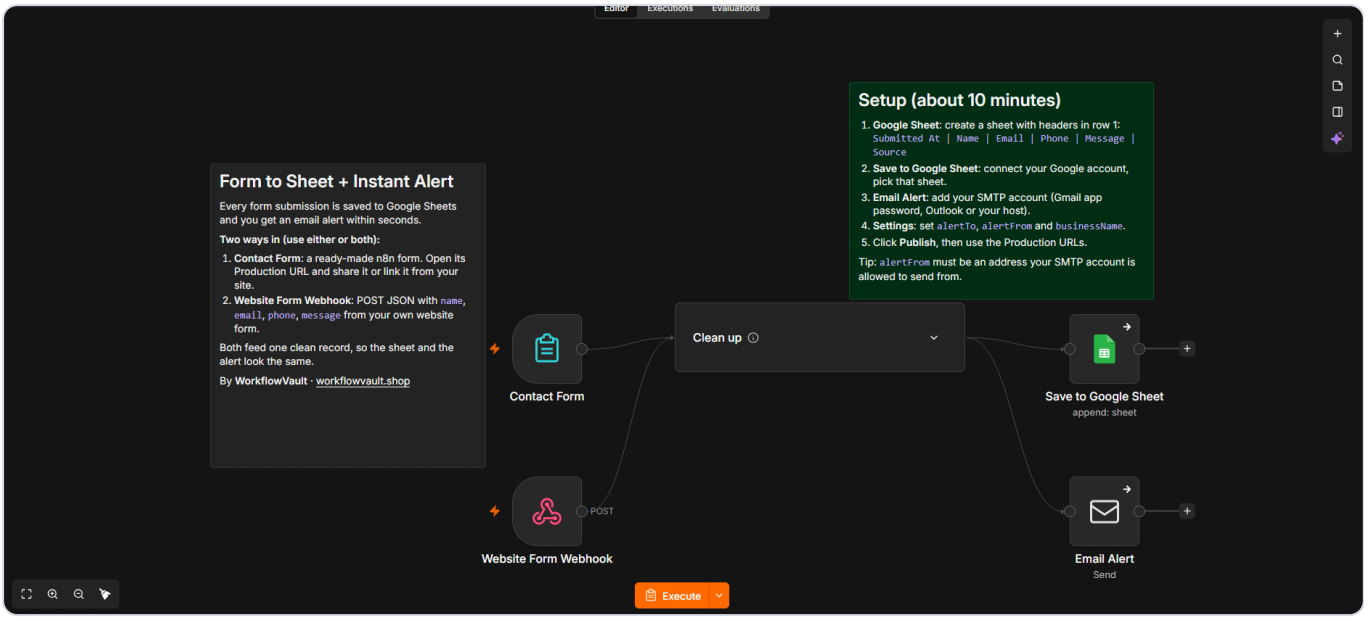
WHAT IT DOES

- Saves each submission as a clean row
- Emails you the details instantly
- Reply-to is the visitor, so you answer in one click
- Two ways in: n8n form or website webhook

YOU NEED

- n8n (Cloud or self-hosted)
- A Google account (Sheets)
- Any SMTP email account
- About 10 minutes

How it works



The workflow in n8n: two entry points feed one clean record, then Google Sheets and the email alert run side by side.

Contact Form / Website Webhook → Clean up → Google Sheet row → Email alert

Both entry points pass through **Clean up**, which trims and lower-cases the email, fills a readable timestamp and marks the source (*n8n form* or *Website form*). So the sheet and the alert always look the same, wherever the lead came from.

> The sheet is written in **RAW** mode: a phone number like `+1 555…` or text starting with `=` is saved as plain text, never as a formula.

Setup

1 Import the workflow

In n8n, open **Overview → Create Workflow**, then the ⋯ menu (top right) → **Import from File** and pick the `.json` file you downloaded. The workflow opens with sticky notes that repeat the key setup steps.

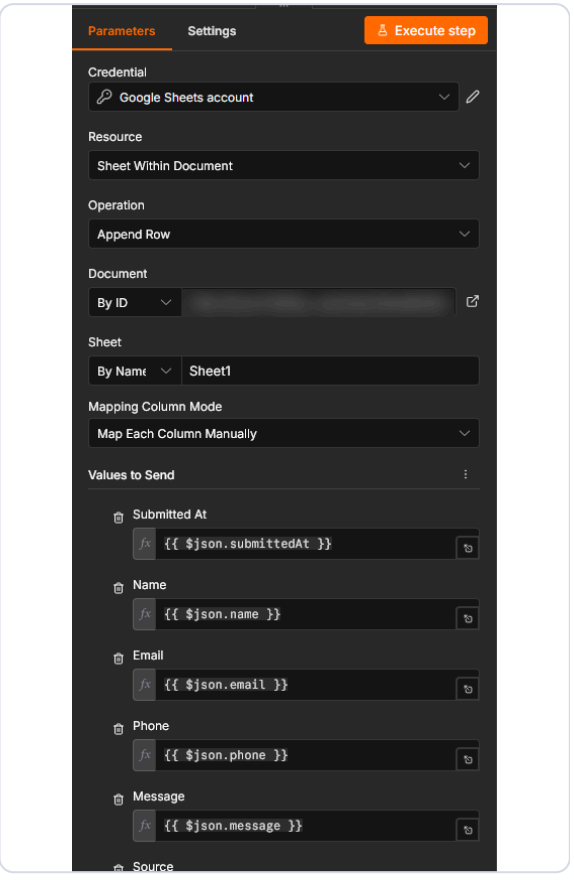
2 Create the Google Sheet

Make a new Google Sheet and type these headers in row 1, exactly as shown:

`Submitted At` `Name` `Email` `Phone` `Message` `Source`

3 Connect Google Sheets

Open **Save to Google Sheet**. Under **Credential** choose **Create new → Sign in with Google**. Then set **Document** to your sheet (pick it from the list, or paste its ID from the sheet URL) and **Sheet** to the tab name, usually `Sheet1`.



Save to Google Sheet: credential, document, sheet and the six mapped columns.

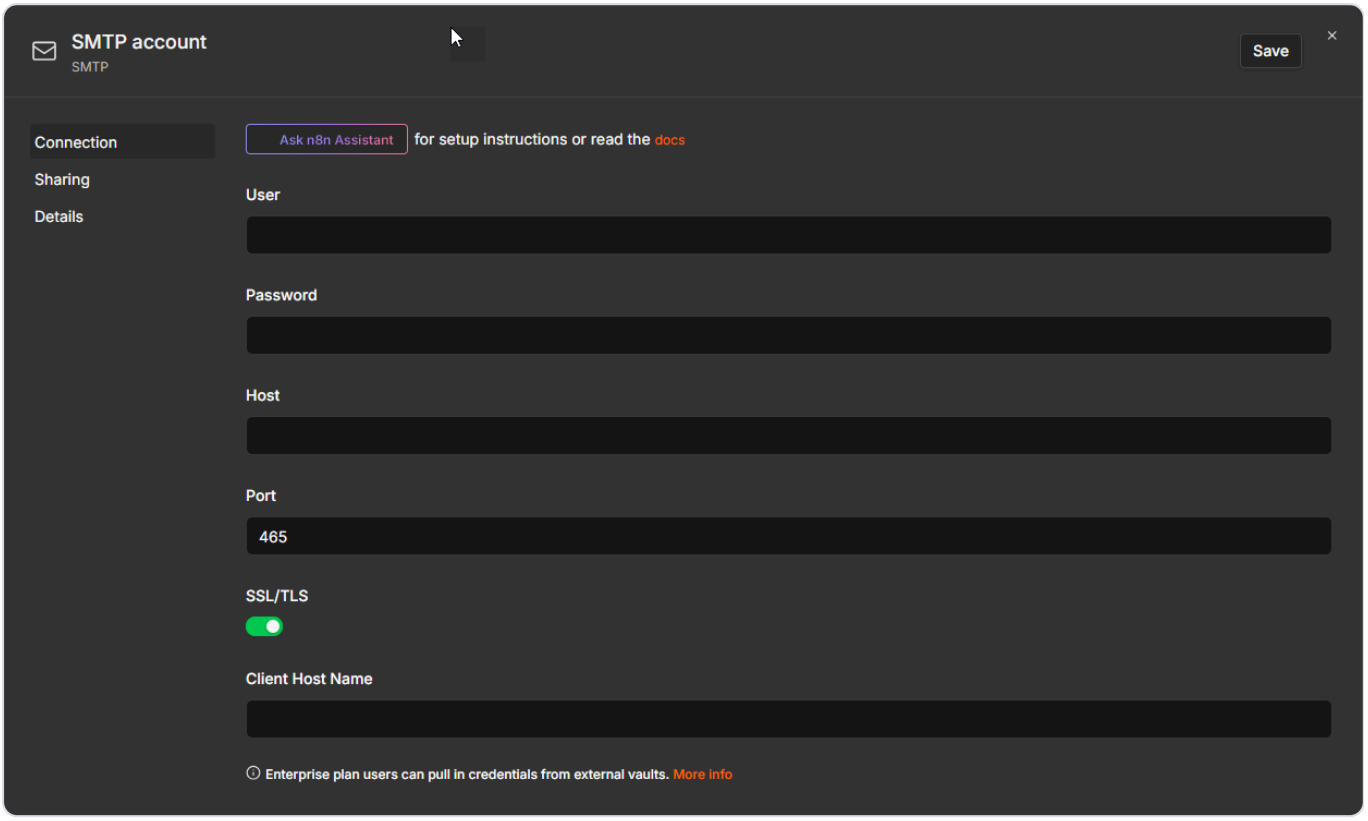
4 Connect your email (SMTP)

Open **Email Alert** and add an SMTP credential.

Click **Create credential** in the node, search **SMTP**, and fill in your email provider's details:

Field	Gmail	Outlook / Microsoft 365	Your own domain

Host	`smtp.gmail.com`	`smtp.office365.com`	from your email host
Port / SSL	465, SSL on	587, SSL off (STARTTLS)	usually 465 + SSL
Password	an **App password**	your password or app password	mailbox password

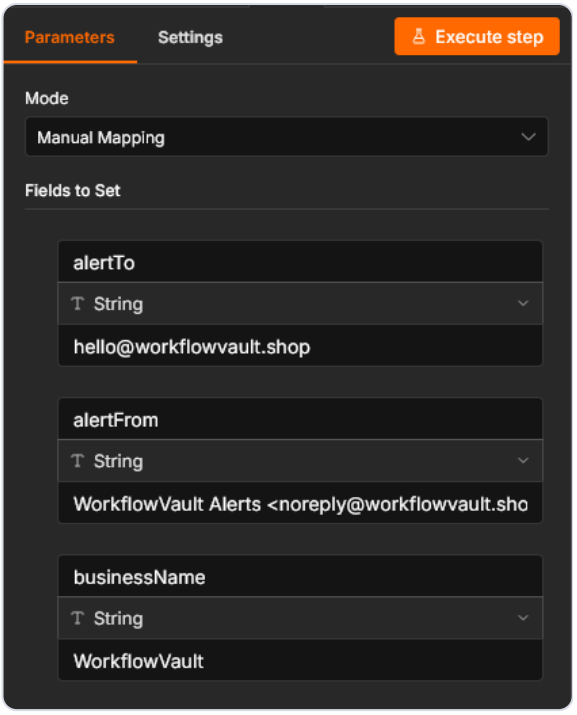


The SMTP credential form. Save it and look for the green “Connection tested successfully”.

5 Fill in Settings

Open the **Clean up** group and double-click **Settings**:

- **alertTo**: where alerts go (you or your team).
- **alertFrom**: the sender, e.g. `Form Alerts <alerts@yourcompany.com>`. It must be an address your SMTP account is allowed to send from.
- **businessName**: shown in the email subject.

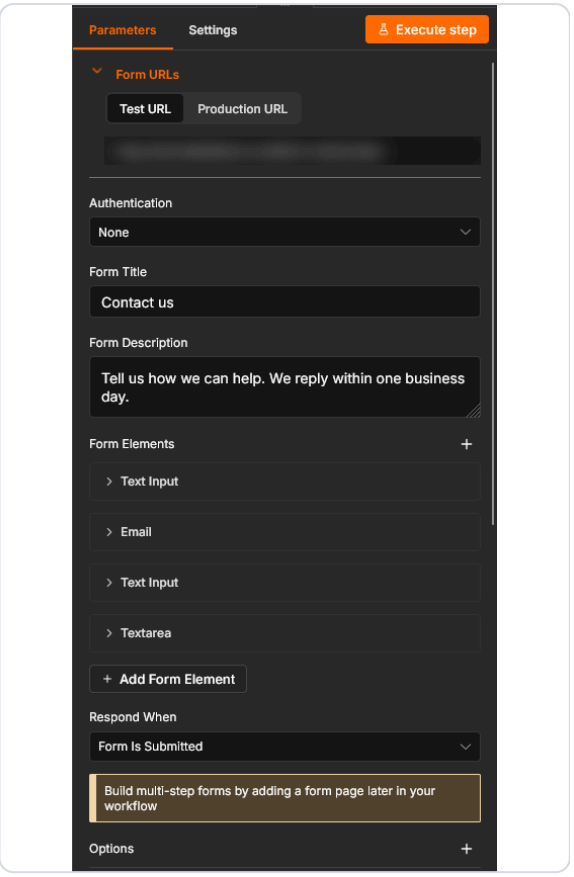


Settings node with the three fields.

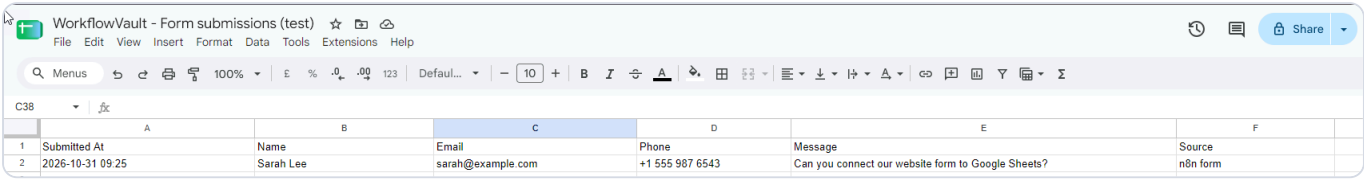
Test it

6 Send a test submission

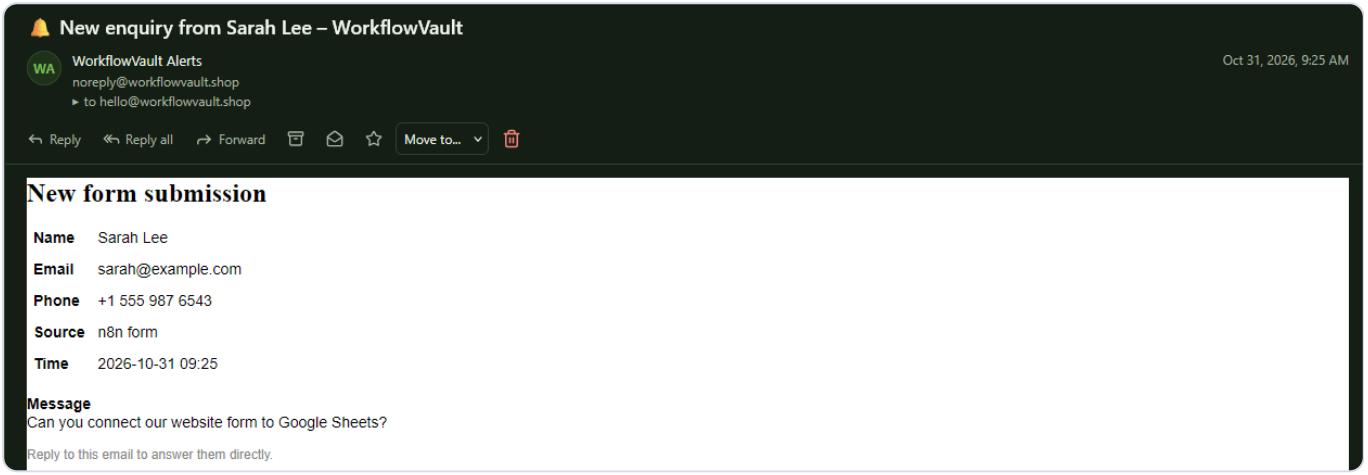
Double-click **Contact Form**, open the **Test URL** and submit the form. Within seconds a new row appears in your sheet and the alert arrives in your inbox.



Contact Form node: Test URL for trying it, Production URL for real use (shown after you Publish).



Your sheet after a test submission.



The alert email. Press Reply to answer the visitor directly.

7 Go live

Click **Publish** (top right). Then use the **Production URL** of the Contact Form, or point your website form at the **Website Form Webhook** Production URL.

Connecting your own website form

Send a `POST` request with JSON to the webhook's Production URL:

```
{"name": "Jane Smith", "email": "jane@company.com", "phone": "+1 555 123 4567", "message": "Hi!"}
```

Most form builders (Webflow, WordPress plugins, Framer, custom code) can send a webhook. `phone` is optional.

Troubleshooting

No row appears in the sheet

Check that row 1 has the six headers spelled exactly as above, and that **Sheet** matches the tab name.

Email alert fails with an authentication error

For Gmail you need an **App password** (Google Account → Security → 2-Step Verification → App passwords), not your normal password.

Alert lands in spam

Send from an address on your own domain with SPF/DKIM set up, and mark the first alert as “Not spam”.

Nothing happens when a real visitor submits

The workflow must be **Published**, and your site must use the **Production** URL, not the Test URL.

Can I get WhatsApp alerts too?

Yes: add a WhatsApp or other messaging node after **Clean up**, next to Email Alert.

Need help?

Stuck on a step? Email **hello@workflowvault.shop** with a screenshot of the node and the error message. We usually reply within one business day.

Want it installed for you, or changed for your business? Ask about a **Template install** or a **Custom workflow** at **workflowvault.shop**.

> Your credentials (passwords, API keys) stay inside your own n8n. This template never sends them anywhere else, and they are not included when a workflow is exported.