

Installing your email signature in

AIRMAIL

Please have your provided HTML file available and ready to install. Then simply follow the steps below to have your signature set-up in Airmail within minutes.

STEP ONE

Open your provided Email Signature HTML file in Google Chrome or Mozilla Firefox.

IMPORTANT: Do NOT use the Safari web browser as it may cause formatting issues with your email signature and cause images to stack vertically.

STEP TWO

Now that your email signature is open in a new window, press **Command + A** to highlight the signature, then press **Command + C** to copy the signature.

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Installing your email signature in

AIRMAIL

3

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STEP THREE

Open your Airmail 3 mail client and from the top left menu, select **Airmail 3** > **Preferences**.



STEP FOUR

Now that you're in **Preferences**, you should have a new window open and by default be on the **Accounts** tab. To the far right of your email account you see a small settings cog, click this.



STEP FIVE

Your window will switch and you will now see a few new tabs. Select the **Signature** tab. Select the correct Account, Alias then click the + to create a new signature.

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Accounts Genera	al Composing Appearance Favor	ites Snoozes Actions Services Advanced
	User Mapping Alias	Signature Composer More
	Account, Alias:	test@emailsignat \$
	Signature:	No Signature 🗘 +

Installing your email signature in

² **AIRMAIL**

6

STEP SIX

Enter a name for your new email signature and click Done. A blank text box with a few options will appear. As you should have your email signature copied still, click into the blank text box, then press Command + A to paste your email signature.

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Add a signature	User Mapping Alias Signature Composer More
My New Signature	Account, Alas: test@emailsignat 0 Signature: My New Signature 0 + -
Cancel Done	B U ⇔ Arial ⇔ 17 E = ∃⊡ I++→I • A Markdown HTML
	Jake Crowley • Graphic Designer e. Impress@jccreative.com w.ww.jccreative.com a. 2/160 Esplanado, Richmond CEEKSTER



STEP SEVEN

Your signature is now installed within Airmail 3 and is ready for use. To send an email with your signature installed simply select the **Compose** icon and make sure you're sending from the correct mail account.



All done! Your email signature is now installed within Airmail on Mac OS X!

