

# AIRMAIL

YOUR EMAIL INSTALLATION GUIDE

# 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.

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## 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.

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## STEP TWO

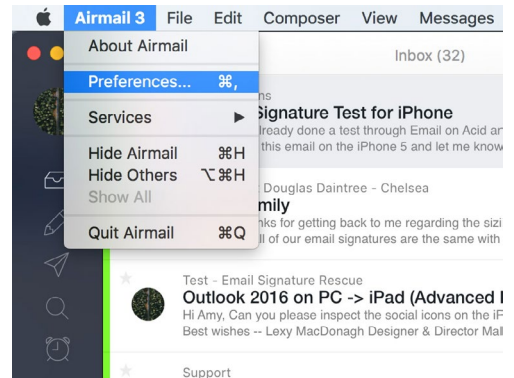
Now that your email signature is open in a new window, press **Command + A** to highlight the signature, then press **Command + C** to copy the signature.



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### STEP THREE

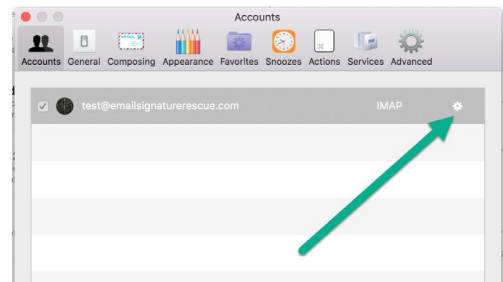
Open your Airmail 3 mail client and from the top left menu, select **Airmail 3 > Preferences**.



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### STEP FOUR

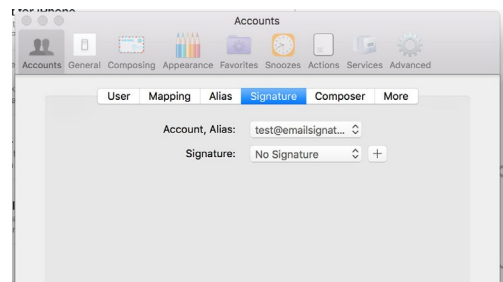
Now that you're in **Preferences**, you should have a new window open and by default be on the **Accounts** tab. To the far right of your email account you see a small settings cog, click this.



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### 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.

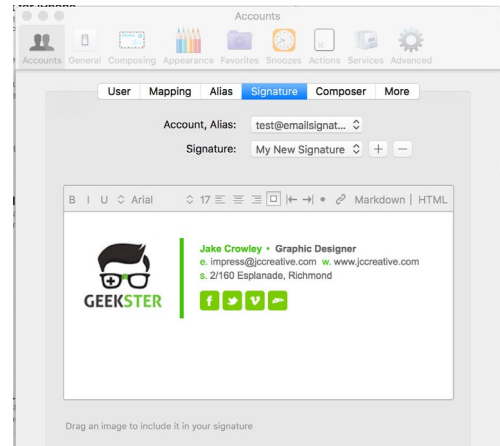
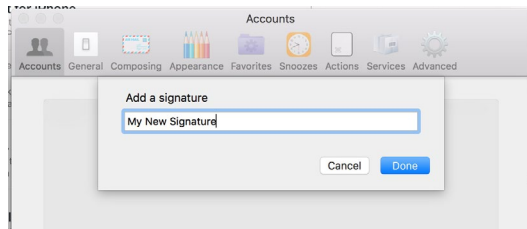


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## STEP SIX

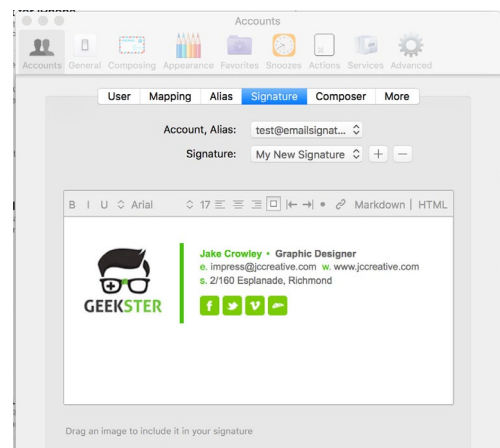
Enter a name for your new email signature and click Done. A blank text box with a few options will appear. As you should have your email signature copied still, click into the blank text box, then press Command + A to paste your email signature.



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## 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!

