

MAILBOX

YOUR EMAIL INSTALLATION GUIDE

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

1

STEP ONE

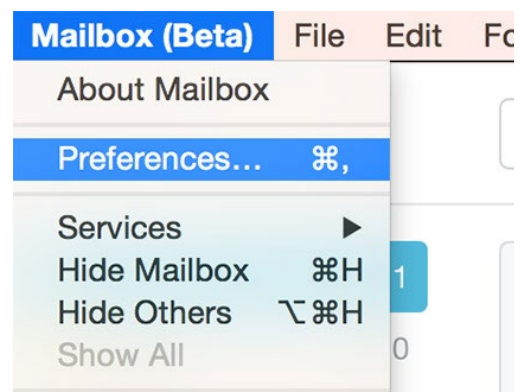
Open your provided email signature in your web browser then press **Cmd + A** to **Select All** followed by **Cmd + C** to **Copy**.



2

STEP TWO

Open **Mailbox** and from the top menu, select **Mailbox** then **Preferences**.



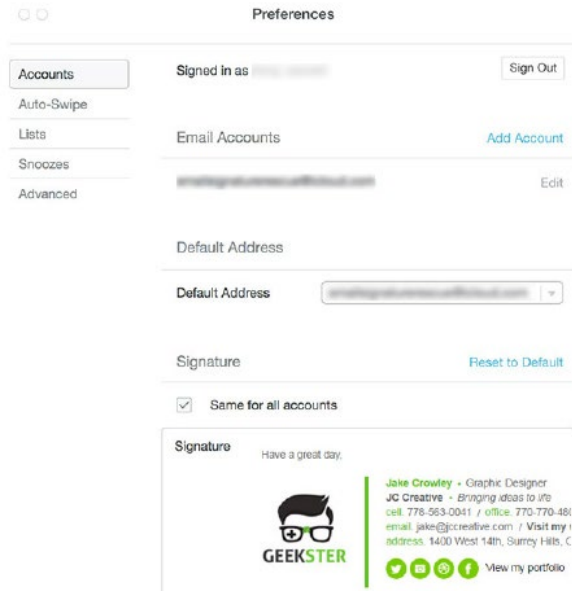
Installing your email signature in MAILBOX

3

STEP THREE

Under the **Account** sub-heading, you will see a **Signature** box where you can paste your signature.

Click into the box and press **Command + V** to paste your signature. Close the box when you're done.

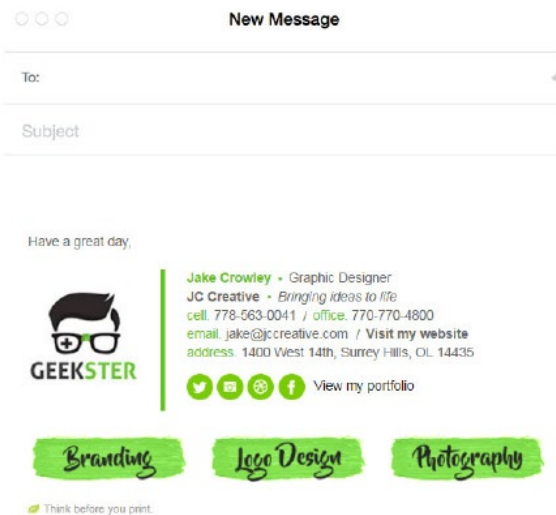


4

STEP FOUR

Now compose an email. You will see your signature on the email unless you choose to not show it.

You can hide or show your signature when composing by pressing the three grey dots that appear at the bottom of the email.



All done! Your email signature is now installed within Mailbox for Mac OS X!

