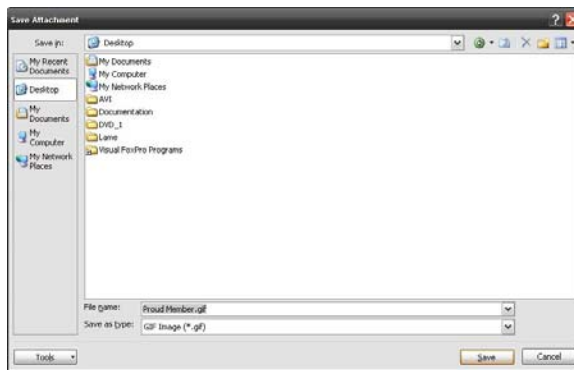
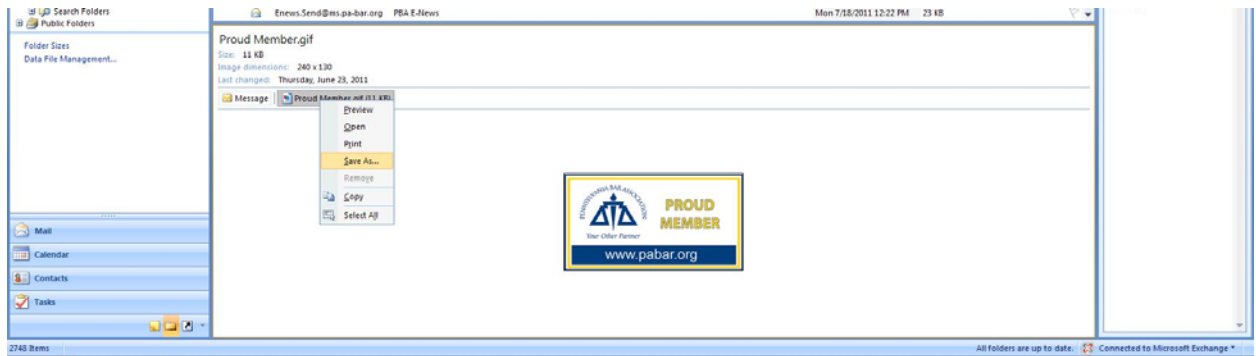
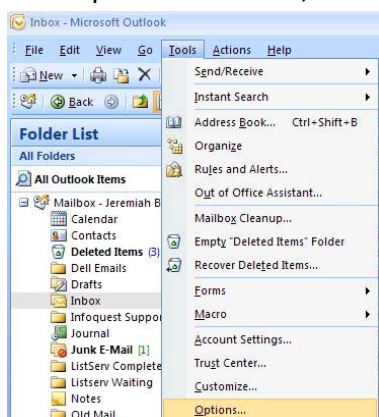


Adding the “Proud Member” signature to your email using Microsoft Outlook 2007 and newer Outlook version

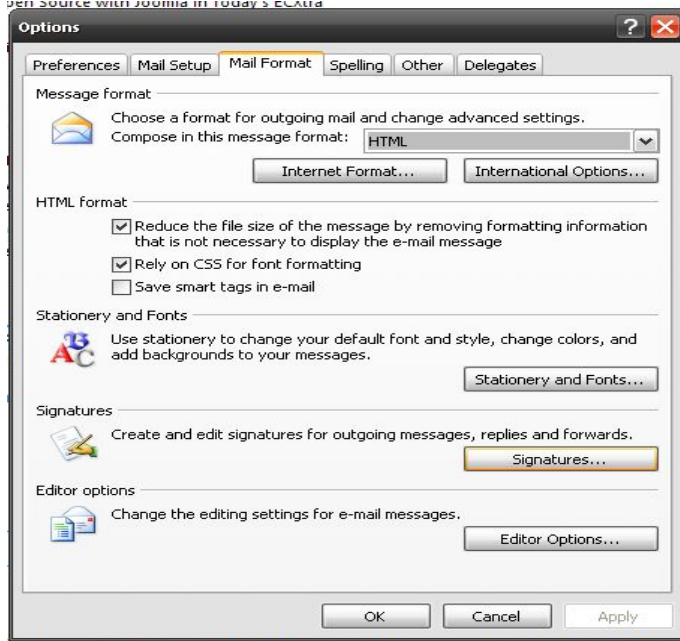
1. Copy the “Proud Member” image and paste it in a location that you can easily access such as your computer desktop.



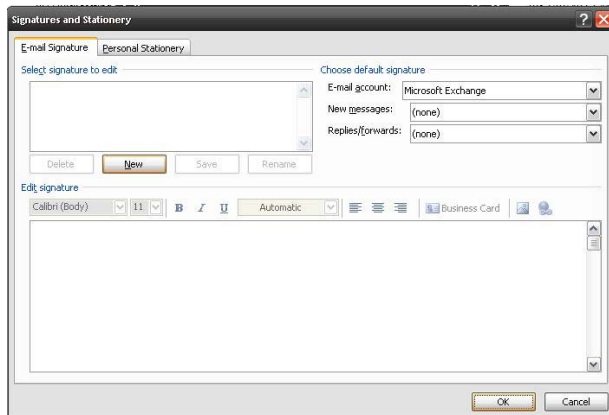
2. Now open MS Outlook, click on **Tools** and select **Options**.



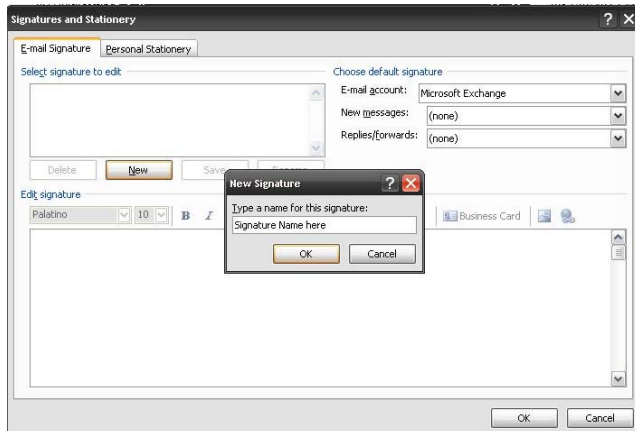
3. While in the **Options** menu, select the **Mail Format** tab and click on the **Signatures** button.



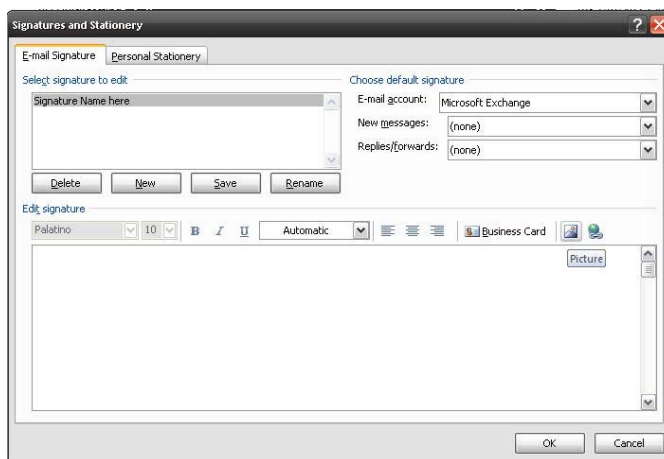
4. While on the **E-mail Signature** screen, click **New**.



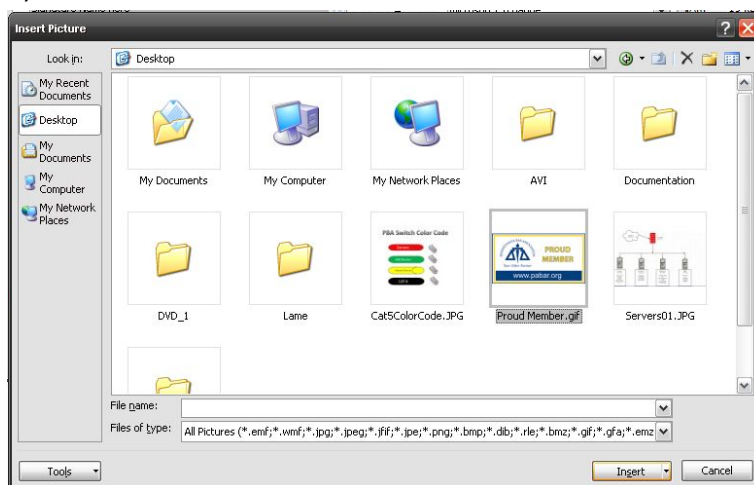
5. Give your signature a name.



6. Place your cursor in the large edit **signature box** at the bottom and click the **picture icon**.



7. Now select "Proud Member" image (from your desktop or location you selected in step 1) and then select **Insert**.



8. Click **OK** and your new signature is saved.

