

What to send in your E-mail Request

Information to be included in your request

- **Subject line.** *This is very important!*
Put the most important information in the subject line, the shorter the better.
- **From Name.** Who the E-mail should come from (Name or Company)
- **When to send.** (date(s))
- **Where to send.** (counties, states)
- **Who should receive your E-mail.**
Realtor, Renter, Home Owner, Active Adult, and/or International Investors
- **Your contact information:** Name, Phone, Fax, E-mail, Company, Community
- **Billing information:** Address and person to bill

One of these 3 formats

- **PDF**
8.25 x 10.25 with fonts 14pt or larger. Keep in mind small, italic and decorative fonts can be hard to read when an image is converted for e-mail/web use. (72 dpi)
- **HTML with absolute links**
No CSS styles or behaviors, they will not function correctly.
- **We Design Your E-mail**
Please provide all text, images, links, and E-mails you would like to include in your E-mail. We will design and E-mail at no charge.

Please send E-mail Requests to email@registermarketing.com

E-mail samples are available on our website at registermarketing.com

