



# How to add our email address to your Safe Senders list

To make sure you that you receive our emails, please add [cluett@insurancemarketinfo.com](mailto:cluett@insurancemarketinfo.com) to your email's safe senders list (AKA a whitelist). A safe senders list or whitelist is a list of email addresses that you want to receive email from.

In addition, if you find email from [cluett@insurancemarketinfo.com](mailto:cluett@insurancemarketinfo.com) in your spam or junk folder tell your email software that it's not spam by hitting the **not spam** or **not junk** button, as that will train your program to allow emails from these addresses in the future.

Here are instructions on how to add email addresses to your safe senders list for some of the most popular email programs:

## AOL

AOL has a **Custom Sender List** that users can specify. However, to use the **Custom Sender List**, you must choose to accept mail only from their custom senders, or to reject mail only from their custom senders. So, you need to make sure they are set to receive mail from All Senders:

1. Click the **Settings** link at the top of the page
2. Choose **Spam Controls** from the options on the left
3. Under **Additional Spam Filters** click **Control From Whom I Get Email**
4. A pop-up appears - choose the first option (**Allow mail from all senders**)
5. Click the green **Save** button

## Apple Mail for OS X

If email from [cluett@insurancemarketinfo.com](mailto:cluett@insurancemarketinfo.com) ends up in your junk mail folder, highlight or open it and click **Not Junk** at the top of your screen.

Then:

1. Go to **Mail > Preferences** from your Mail menu

2. Go to the **Rules** tab
3. Select **Add Rule**
4. Give this rule a name such as **CLUETT**
5. Create a rule that says "If any of the following conditions are met: 'From' 'Contains'" and then paste in "[cluett@insurancemarketinfo.com](mailto:cluett@insurancemarketinfo.com)"
6. From the actions, select **Move message to mailbox Inbox**
7. Click **OK**

## Gmail / Google Mail

If you find email from us in your Gmail spam folder, select our email and click the **Not Spam** button.

1. Next, open an email that you have received from us
2. Click on the little down-pointing-triangle-arrow next to Reply
3. Click **Add [cluett@insurancemarketinfo.com](mailto:cluett@insurancemarketinfo.com) to Contacts list**

## Hotmail

To whitelist our address with Hotmail you will need to add [cluett@insurancemarketinfo.com](mailto:cluett@insurancemarketinfo.com) to your Hotmail Safe List. Here's how:

1. If you find email from us in your Hotmail junk folder, open the email and click **Not Junk**
2. Next, check to see if the email address [cluett@insurancemarketinfo.com](mailto:cluett@insurancemarketinfo.com) is on your Blocked Senders list. If you find on your Hotmail blocked senders list, select it and click on the **Remove** button.
3. Next, open your mailbox and click **Options** in the upper right hand corner
4. At the top of the page, click on the **Junk E-mail Protection** link
5. Next, click on **Safe List**, which is down near the bottom
6. Copy and paste [cluett@insurancemarketinfo.com](mailto:cluett@insurancemarketinfo.com) where it says **Type an address or domain**
7. Click the **Add** button

## Microsoft Outlook

1. On the **Tools** menu, click **Options**
2. On the **Preferences** tab, click **Junk E-mail**
3. On the **Safe Senders** tab, click **Add**
4. Add [cluett@insurancemarketinfo.com](mailto:cluett@insurancemarketinfo.com) where it says **Add address**
5. Click **OK**

## Mozilla Thunderbird

To whitelist in Thunderbird, you will need to add [cluett@insurancemarketinfo.com](mailto:cluett@insurancemarketinfo.com) to your address book, and then set up your Thunderbird Junk Mail Controls to whitelist your address book.

1. If you find email from [cluett@insurancemarketinfo.com](mailto:cluett@insurancemarketinfo.com) in your Junk folder, right-click on our email and choose **Mark as Not Junk**
2. Next, click the **Address Book** button
3. Highlight the **Personal Address Book**
4. Click on **New Card**
5. In the **Contact** tab of the new card, copy and paste [cluett@insurancemarketinfo.com](mailto:cluett@insurancemarketinfo.com) to the email dialog box
6. Click **OK**
7. Next, to whitelist your address book, select **Tools > Junk Mail Controls** from the drop down menu
8. Update the **White Lists** module under the **Settings** tab by selecting **Personal Address Book** from the drop down menu, and then check the box next to **Do not mark messages as junk mail**
9. Click **OK**

## Windows Live Mail

Windows Live Hotmail works similarly to the old Hotmail:

1. Click the **Options** link at right and choose **More Options** from the dropdown
2. Choose **Allowed** and **Blocked Senders**

3. Click **Allowed Senders**

4. Type the sender's email address and click **Add** to List

## Yahoo!

To whitelist [cluett@insurancemarketinfo.com](mailto:cluett@insurancemarketinfo.com) with Yahoo!, you will need to set up a filter after first taking the following steps:

1. If you find email from [cluett@insurancemarketinfo.com](mailto:cluett@insurancemarketinfo.com) going to your Yahoo! bulk folder, open it and click **Not Spam**
2. Be sure that the address [cluett@insurancemarketinfo.com](mailto:cluett@insurancemarketinfo.com) is not in your **Blocked Addresses** list
3. If [cluett@insurancemarketinfo.com](mailto:cluett@insurancemarketinfo.com) is on your Blocked Addresses list, select it and click **Remove Block**

Now to create the filter:

1. Open your mail and click on **Mail Options** in the upper right hand corner
2. Select **Filters** (in the bottom left corner)
3. On the Filters page, click **Add**
4. Select the From header: rule, and add "contains" and [cluett@insurancemarketinfo.com](mailto:cluett@insurancemarketinfo.com) which tells the system to put email with [cluett@insurancemarketinfo.com](mailto:cluett@insurancemarketinfo.com) in your inbox and not the bulk folder.
5. Click the **Choose Folder** pull down menu and select Inbox
6. Pick the **Add Filter** button

## Norton

To Configure the Allowed and Blocked lists in Norton AntiSpam and Norton Internet Security please [click here](#) for instructions.