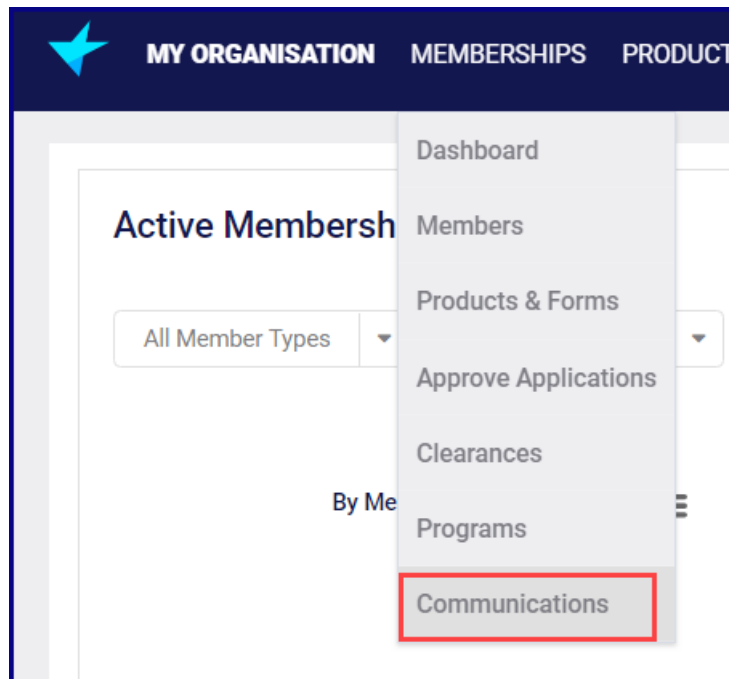


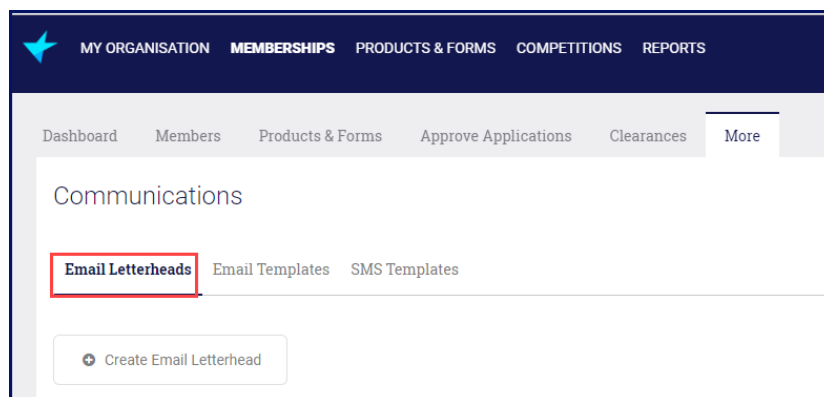
How do I create an email letterhead?

Last Modified on 07/10/2019 3:16 pm AEDT

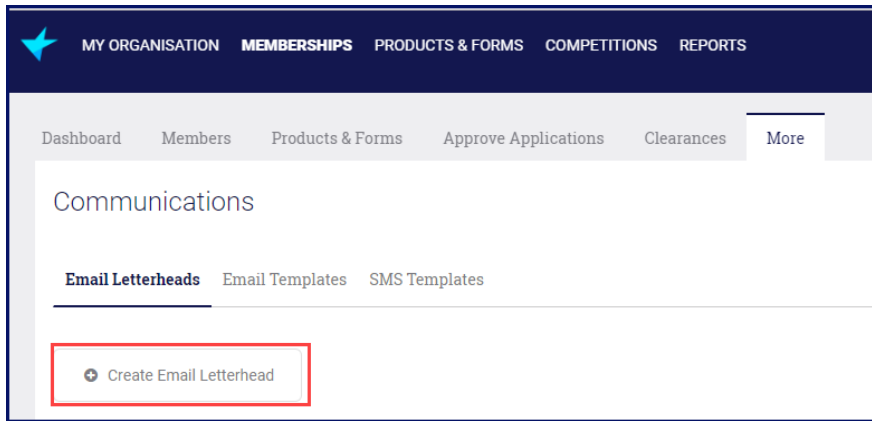
Hover over **Memberships** and select **Communications**.



Select the **Email Letterheads** tab.



Click **Add New Email Letterhead**.



Enter all the required information and click **Save**.

NOTE: Any field with a red asterisk is mandatory.

Create Email Letterhead ✕

Email Letterhead Name *

My Club Letterhead

Description

Letterhead for emails

Design

Primary Colour	Secondary Colour
Header Wording	Footer Wording
Club Name	123 Main Street, Somewhere
Font Type	Logo URL

Related Articles
