

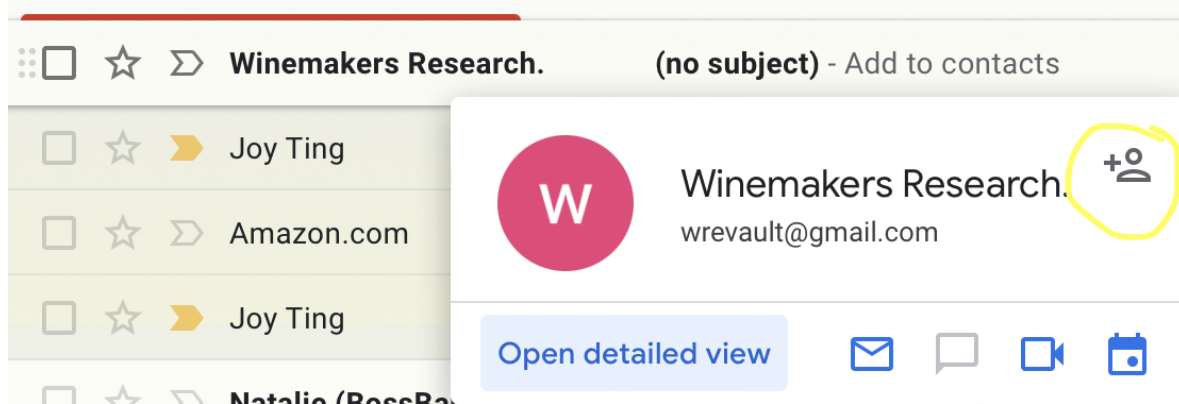
Instructions for adding WREVault@gmail.com to your contacts in gmail

To ensure that you are receiving WRE emails in the future, please add WREVault@gmail.com (shows up as Winemakers Research Exchange in your inbox) to your address book so that it isn't flagged as spam.

There are two ways you can do this in gmail.

If you have an email from WREVault in your inbox already:

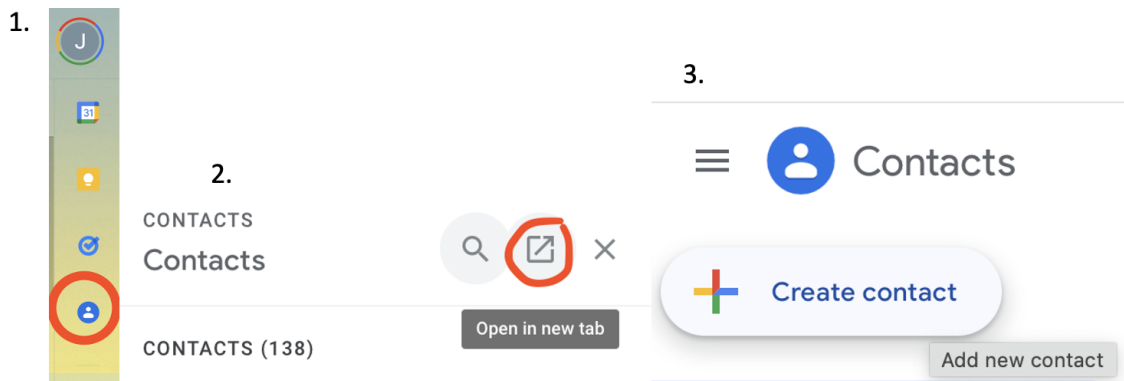
1) Hover over Winemakers Research Exchange until a box pops up. In the right hand corner of that box, select the symbol that looks like a person and a plus sign (as seen in the picture below, circled in yellow). This will give you the option to "add to contacts."



If you do not have an email from WREVault in your inbox:

2) Add WREVault@gmail.com manually to your contacts:

1. On the right hand side of your gmail screen you will see your calendar along with other functions going downwards, this includes your contacts (the blue circle with a person, circled in red below). Select your contacts.
2. In the upper right hand corner, open your contacts in a new tab to expand them.
3. In the upper left hand corner, manually add a contact, "Create contact."
4. Add Winemakers Research Exchange at WREVault@gmail.com to your contact list.



In addition to receiving emails directly from WREVault@gmail.com, our Sensory Session invitations are sent through Mailchimp which can be flagged as promotional or spam. To keep these messages from going into your spam folder in the future, find the email in your spam or promotional folder and mark it "not spam."