

Step 1:

Once you have received the html file from d4b, open it in Internet Explorer. Then 'SELECT ALL' (command A) then 'COPY' (command C).

Step 2:

Open up your email application, create new email and strip out any signatures or any other text so the email is totally blank, then 'PASTE'.

Once pasted into your email message, you can edit the text fields.

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