*Your Top – Bottom Email Checklist*

 By Sneha J

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|[ ]  Select “from name” and “reply to” |
|[ ]  **Subject Line 41-50 Characters** |
|[ ]  **Address by Name** |
|[ ]  **Write Your Main Content** |
|[ ]  **Include Your Signature** |
|[ ]  **Add Your Footer** |
|[ ]  **A Mobile-Friendly Test** |
|[ ]  **Run Through a Spam Checker** |
|[ ]  **Test Your Email** |