

## Personal mailing lists

Personal mailing lists are integrated in your Contacts. This means that they can be shared with other users.

To create a personal mailing list, simply create a contact folder and insert in it the contacts that are going to be part of the list. Make sure that at least the email address of the contact is specified.

When you want to send an email to all the contacts in the list, simply use the **Pick** button and select the **To, Cc or Bcc** box corresponding to the contact folder.

You can also type directly the name of the list, surrounded by brackets. For instance, if your contacts folder is Contacts / Customers, simply type [Customers] in the To field of your email to send the email to all the customers. (you can alternatively type it in the Cc or Bcc fields). If the folder is in Contacts / Lists / Friends, type [Lists/Friends].