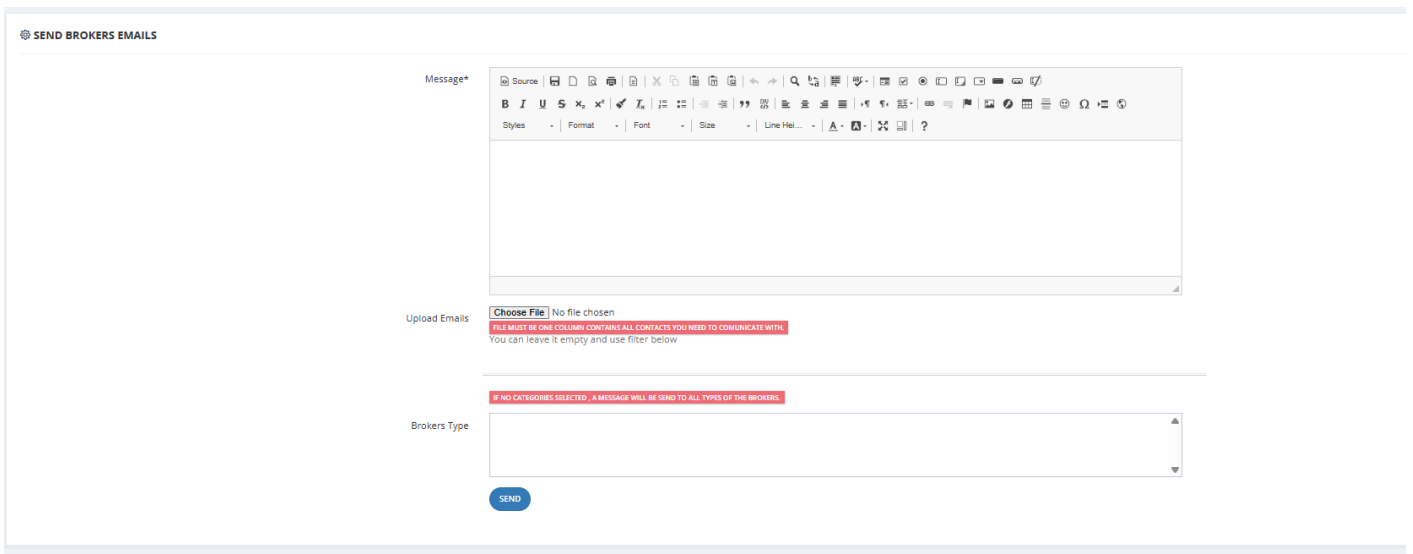


Brokers Emails

Overview

The **Send Mail** tab allows you to send bulk emails to broker companies.



The screenshot displays the 'SEND BROKERS EMAILS' interface. It features a 'Message*' field with a rich text editor toolbar. Below this is an 'Upload Emails' section with a 'Choose File' button and a red warning message: 'FILE MUST BE ONE COLUMN CONTAINS ALL CONTACTS YOU NEED TO COMMUNICATE WITH. You can leave it empty and use filter below'. The 'Brokers Type' section has a dropdown menu and a red warning message: 'IF NO CATEGORIES SELECTED, A MESSAGE WILL BE SEND TO ALL TYPES OF THE BROKERS.'. A 'SEND' button is located at the bottom.

How to Send a Broker Email

1. Go to **Brokerage Module** → **Send Mail**.
2. Fill in the **Message** field.
3. Choose recipients:
 - **Upload Emails** — upload a file with one email per row.
 - **OR use the Broker Type filter** to target specific broker types.
4. If no type is selected, the email goes to **all broker types**.
5. Send.

Key Things to Know

- If no category is selected, the message is sent to **all brokers**.
- SMTP must be configured in General Settings for emails to work.

Created 2026-06-28 09:07:40 UTC by Admin
Updated 2026-06-28 09:08:21 UTC by Admin