Team:

For recruiting, branding and general marketing purposes, we desire a consistent look to our email signatures.  Please select the appropriate email signature template below for your role in the organization and follow the steps to create or edit your email signature.

Here is how/where to add/edit your email signature:

In your Outlook email, go to:

File

Options (on left side)

Mail

Signature

There you can simply copy and paste the appropriate signature below into your signature.

Thanks,

Dave

***FOR CORPORATE TEAM MEMBER USE***

**Diana Edwards**

Office Manager

Direct: 616.748.3886

Cell: 616.405.8116



A red book cover

Description automatically generated with low confidence

[ODL](https://odl.com/) | [Western Reflections](https://western-reflections.com/) | [BLINK](https://blinkodl.com/) | [Zabitat](https://zabitat.com/) | [Kenyon's Glass](https://www.kenyonglass.com/) | [Verre Select](https://www.verreselect.com/)

***FOR TEAM MEMBERS WHO SUPPORT WESTERN REFLECTIONS CUSTOMERS ONLY***

**Diana Edwards**

Office Manager

Direct: 616.748.3886

Cell: 616.405.8116



A red book cover

Description automatically generated with low confidence

[Western Reflections](https://western-reflections.com/)

***FOR TEAM MEMBERS WHO SUPPORT BLINK CUSTOMERS ONLY***

**Diana Edwards**

Office Manager

Direct: 616.748.3886

Cell: 616.405.8116



A red book cover

Description automatically generated with low confidence

[BLINK](https://blinkodl.com/)

***FOR TEAM MEMBERS WHO SUPPORT ZABITAT CUSTOMERS ONLY***

**Diana Edwards**

Office Manager

Direct: 616.748.3886

Cell: 616.405.8116



A red book cover

Description automatically generated with low confidence

[Zabitat](https://zabitat.com/)

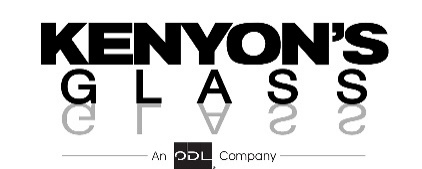
***FOR TEAM MEMBERS WHO SUPPORT KENYON’S GLASS CUSTOMERS ONLY***

**Diana Edwards**

Office Manager

Direct: 616.748.3886

Cell: 616.405.8116



A red book cover

Description automatically generated with low confidence

[Kenyon's Glass](https://www.kenyonglass.com/)