

Some of you are getting messages that the signature is “too long” and others are not. If you get that message using the content below, scroll to the bottom of this page for the original signature, which should work 100% of the time.

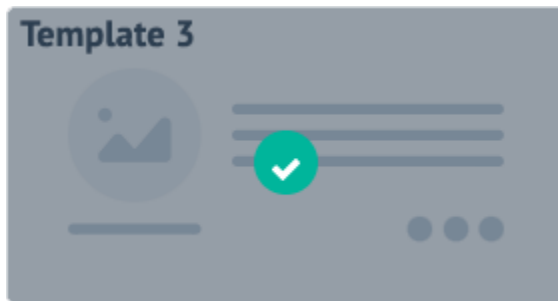
1. In your internet browser, visit hubspot.com/email-signature-generator.
2. In the “Select Your Template” tab, uncheck the option for “Created with HubSpot.”
 - a. Right



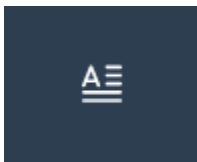
- b. Wrong



3. Click once to select “Template 3”.



4. Click the text icon to access the “Signature Details” tab.



5. Complete the following fields:
 - a. First Name
 - b. Last Name
 - c. Job Title (Don't list your department...it's overkill!)
 - d. Company Name: Superior Industries, Inc.
 - e. Office Phone Number (Format: +1 (320) 589-2406...no 800#'s. Toll free numbers don't work internationally.)
 - f. Mobile Phone Number (Same format. Only if you have a work cell phone.)
 - g. Website URL: superior-ind.com
 - h. Email Address (Format: ryan.carnation@superior-ind.com; No capital letters!)
 - i. Address (Not required. If used, [match format on AXIS](#) for consistency.)
 - j. Social Links
 - i. LinkedIn: <https://www.linkedin.com/company/superiorindustries>

- ii. Facebook: <https://www.linkedin.com/company/superiorindustries>
- iii. We are not active on Twitter or Instagram.

6. Click the paintbrush to access the “Stylize Your Signature” tab.



7. Change these settings as follows:

- a. Select Theme Color: CF4520
- b. Select Text Color: 000000 (Default...leave on black.)
- c. Select Link Color: CF4520
- d. Font: Arial (Default...leave on Arial.)
- e. Font Size: Medium (Default...leave on Medium.)

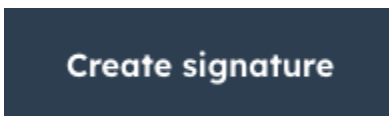
8. Click the photo icon to access the “Upload Your Images” tab.



9. Complete only one field:

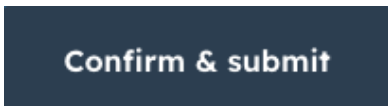
- a. Company Logo
 - i. Superior Logo for Most of You: <https://bit.ly/3B3GR9m>
 - ii. Superior/Westmor Logo for Corporate Employees: <https://bit.ly/3Q51qGr>

10. Click “Create signature” button.



11. On the new screen, enter your email address and select 1,001 - 10,000 employees.

12. Scroll down and click “Confirm & submit” button.



13. On the new screen, preview your new signature, then click “Copy signature”.







Copy signature

14. Log in to your Gmail account, then click the cog in the top right corner.



15. Select “See all settings” from the drop down menu.

16. Scroll down until you reach the email signature editor, then paste your new email signature over your old one.

Reply	Iona Frisbee Logistics Manager Superior Industries, Inc.	+1 (320) 589-9545 iona.frisbee@superior-ind.com superior-ind.com
Signature  		
Sans Serif ▼ ↑↓ B <i>I</i> <u>U</u> A ▼     ▼		

17. Scroll to the bottom of the page and click “Save changes”.

ORIGINAL SIGNATURE

Full Name

Title

Superior Industries, Inc.

Street Address

City, State ZIP

P: +1 (320) 589-2406

E: first.last@superior-ind.com

