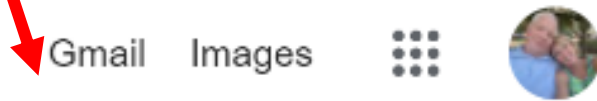


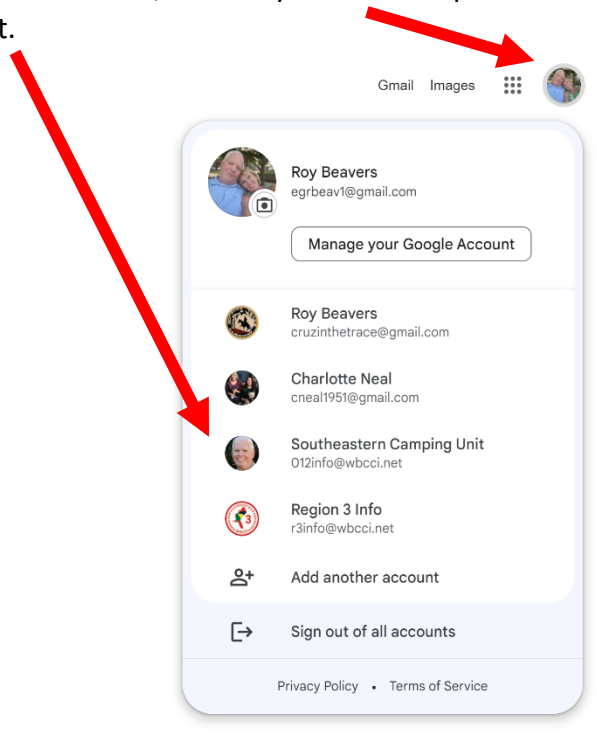
EMAIL FORWARDING FROM @AIRSTREAMCLUB.NET

NOTE! Read the entire document before beginning.

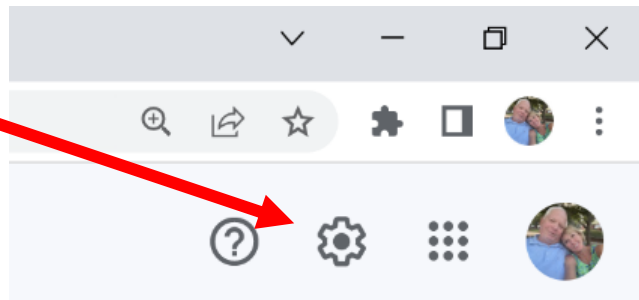
1. On your computer, open Gmail using the account you want to forward messages from (i.e., 012info@wbcci.net).



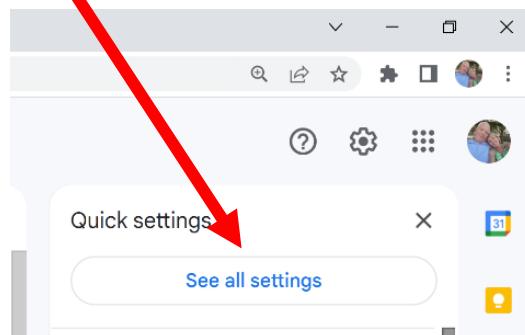
If you have more than one Gmail account, click on your icon to open the menu screen and select the proper account.



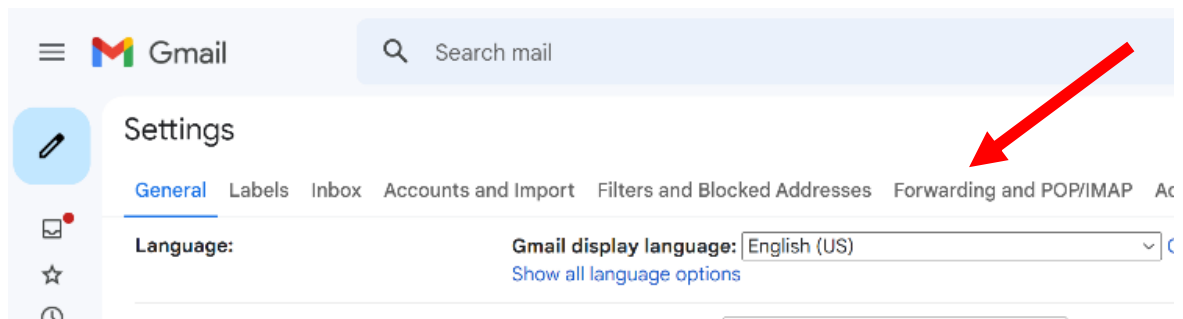
2. Use the password you were sent from the ITC member handling your unit or region, an email directly from wbcci.net or the password you created.
3. In the top right of the screen, click Settings (The GEAR icon).



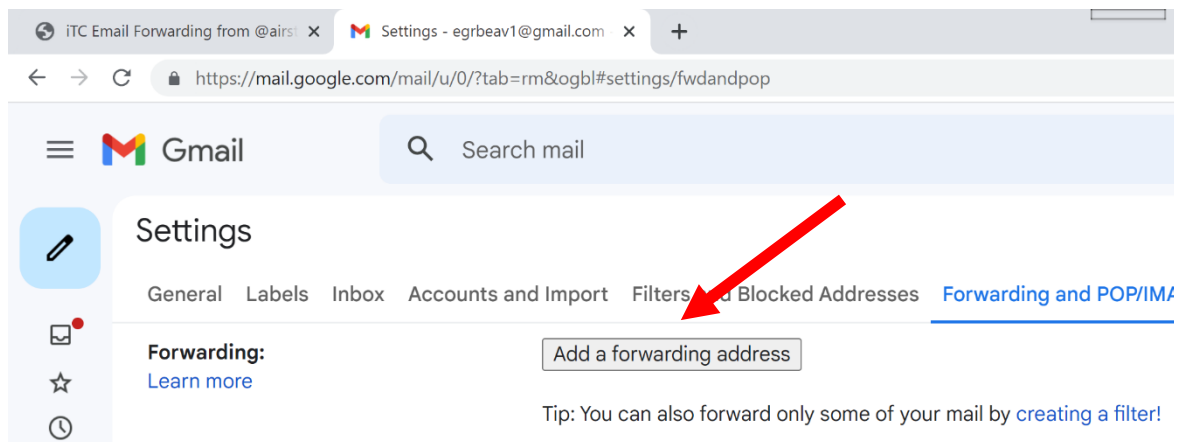
4. Click See all settings.



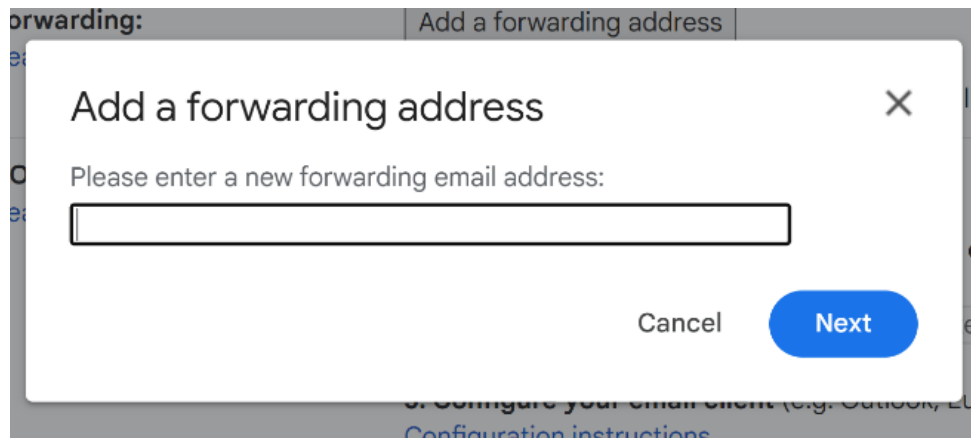
5. Click the Forwarding and POP/IMAP tab near the top of the screen.



6. Click Add a forwarding address.

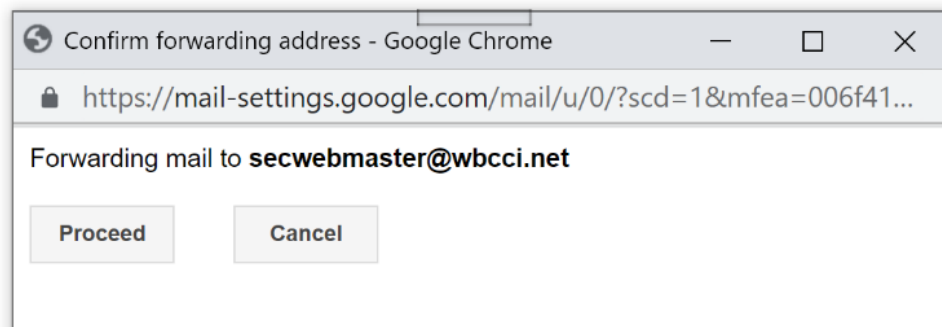


7. Enter the email address you want to forward messages to, in the popup screen, and click next.



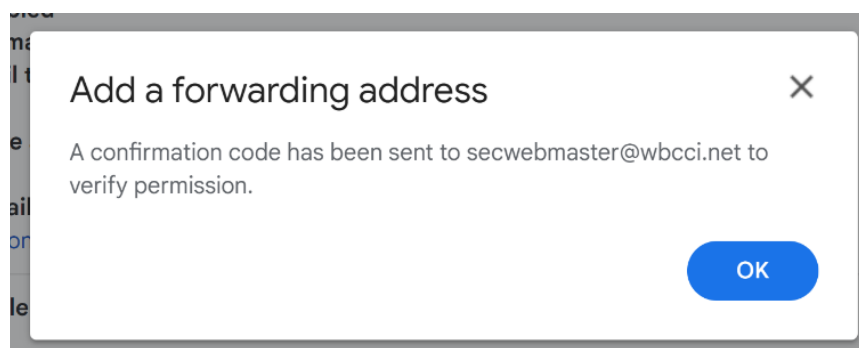
The screenshot shows a web browser window with a tab titled 'forwarding:'. A modal popup titled 'Add a forwarding address' is displayed. Inside the popup, there is a text input field with the placeholder text 'Please enter a new forwarding email address:'. Below the input field are two buttons: 'Cancel' and 'Next' (which is highlighted in blue). A close button (X) is in the top right corner of the popup.

8. In the popup window, confirm the address is correct and click Proceed. If it is not, click Cancel and repeat steps 6 & 7.



The screenshot shows a Google Chrome browser window titled 'Confirm forwarding address - Google Chrome'. The address bar shows the URL 'https://mail-settings.google.com/mail/u/0/?scd=1&mfea=006f41...'. The main content area displays 'Forwarding mail to **secwebmaster@wbcci.net**'. At the bottom, there are two buttons: 'Proceed' and 'Cancel'.

9. A confirmation screen will appear. Click OK.



The screenshot shows a modal popup titled 'Add a forwarding address'. The text inside reads: 'A confirmation code has been sent to secwebmaster@wbcci.net to verify permission.' At the bottom right, there is a blue button labeled 'OK'. A close button (X) is in the top right corner.

10. Go to the email address that the emails are going to be forwarded to, or have that email address owner open the email, and follow the instructions on that email.



Gmail Team <forwarding-noreply@google.com>

5:52 PM



To: secwebmaster@wbcci.net

egrbeav1@gmail.com has requested to automatically forward mail to your email address secwebmaster@wbcci.net.
Confirmation code: 447544150

To allow egrbeav1@gmail.com to automatically forward mail to your address, please click the link below to confirm the request:

https://mail-settings.google.com/mail/vf-%5BANGjdJ_wvB-EGP-ibbk4h7SsBWE6v3vMVKqZf8cp7m2OUPg-FSYqSj-DmyB3VWRd9MO1jx0G7zH8UKFKytXN%5D-Z0KSmCGZYW36QsPsGFhjiVYaxo8

If you click the link and it appears to be broken, please copy and paste it into a new browser window. If you aren't able to access the link, you can send the confirmation code 447544150 to egrbeav1@gmail.com.

Thanks for using Gmail!

Sincerely,

The Gmail Team

If you do not approve of this request, no further action is required. egrbeav1@gmail.com cannot automatically forward messages to your email address unless you confirm the request by clicking the link above. If you accidentally clicked the link, but you do not want to allow egrbeav1@gmail.com to automatically forward messages to your address, click this link to cancel this verification:

https://mail-settings.google.com/mail/uf-%5BANGjdJ_DOWTamVnqapOt9_MAlDYse28b_QumZrlyn0NfHflyGr9UC0FUFaeBQ4VNtcGRJSbetWc3rQ14R4H1%5D-Z0KSmCGZYW36QsPsGFhjiVYaxo8

To learn more about why you might have received this message, please visit: <http://support.google.com/mail/bin/answer.py?answer=184973>.

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