Gmail

Method one

1 - Open one of our newsletters to view it (this may be in your junk or clutter folder)

2 - Hover over the sender’s name, a pop-up will appear

3 - Select ‘Add to contacts’ to save us to your address book

Method two

1 - Open one of our newsletters to view it (this may be in your junk or clutter folder)

2 - Click ⋮ More (top right of the email)

3 - Select Filter messages like these and click on 'Create filter'

4 - Check ‘Never send it to Spam’ in the checkbox and then click on ‘Create Filter’