Send an email from a contact record
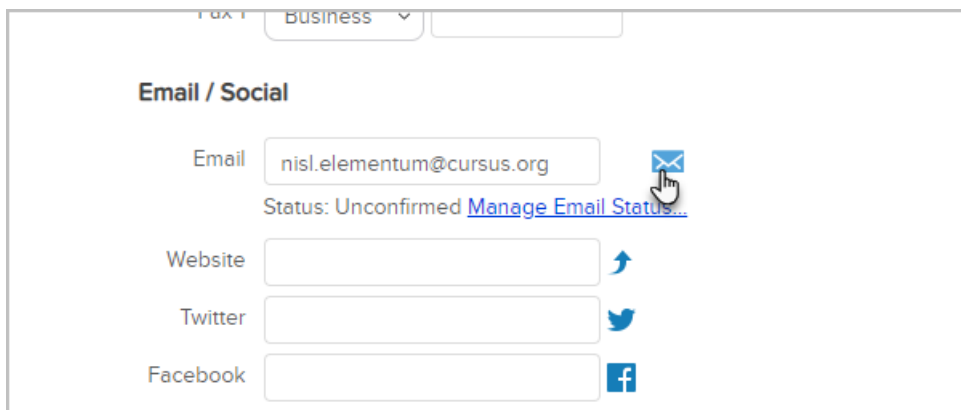
This article applies to:

[Max Classic](#)

A quick and convenient way to communicate with your contacts, is by sending them emails directly from their contact record Inside Max Classic

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Directions

1. While viewing the contact record, click the email icon next to their email address.

2. Create your email now, or select a different starting template by clicking on the **Template** button.
3. Click **Send**

> **Note**: Forwarding an email from a contact's email history will strip out any hyperlinked text in the forwarded email.