

Emails

Email Signatures

We understand each brokerage has their own brand guidelines; however, whenever possible, it is strongly encouraged that neighborhoods.com and 55places.com is included in your email signature. This helps strengthen brand awareness—whether that’s related to our websites or your personal brand. Examples of application are below.

Option 1



Option 2



Note: Link the Partner Agent Logo to your bio page.

Arial Bold 10

Arial Italic 10

Arial Regular 10

Arial Regular 10

Instructions:

1. Go to your email settings to edit your signature.
2. [Open this document](#) and copy the entire signature of your choice.
3. Paste your signature into the text field. When you paste the email signature table, there may be extra space which you can delete.
4. Update your name, title, cellphone number, and image accordingly.
5. Hyperlink your logos:
 - Link the Partner Agent logo to your agent bio.
 - Link brand logos to the corresponding website homepage.
6. Make adjustments if necessary based on your email provider.

Email Templates

There are email templates available in Huddle for certain use cases. [Follow these instructions](#) to access available email templates and make stronger connections with your leads.

Example:

Initial Email (after initial phone call voicemail):

Subject: Your Inquiry Regarding <Community Name>

Dear [Lead Name],

I am responding to your request for information regarding [COMMUNITY/NEIGHBORHOOD NAME] on [NHDS/55p]. A few minutes ago, I left you a voice message, and wanted to follow up with an email. I specialize in this neighborhood and look forward to connecting with you.

As an agent with [BROKERAGE NAME], I am able to help you with new construction properties as well as resale homes in [GEOGRAPHIC COVERAGE AREA]. I am excited to speak with you so I can learn why you are considering a move and what you are looking for in your next neighborhood and home.

Please call me at your convenience. I will answer any of your questions, and can even arrange for you to see some neighborhoods and homes for sale.

I look forward to helping you find the right neighborhood and home.

[PROFESSIONAL EMAIL SIGNATURE]