





How to send the 2018 BINGO email from Internet Explorer

1. Open the following link in Internet Explorer: <http://www.marcumllp.com/emails/bingo>
2. Click on your region or location.



[California - Los Angeles - Irvine](#)
[California - San Francisco - Jan Jose](#)
[Florida](#)

[Illinois](#)
[Philadelphia](#)
[New York City](#)

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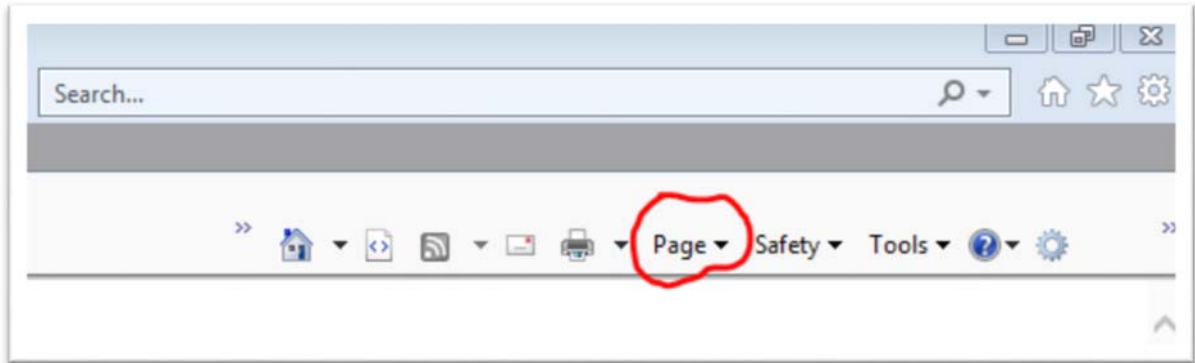
3. There is a list of links for all 13 weeks of Bingo. Locate the current week and day and click on the link. This will open a new page.



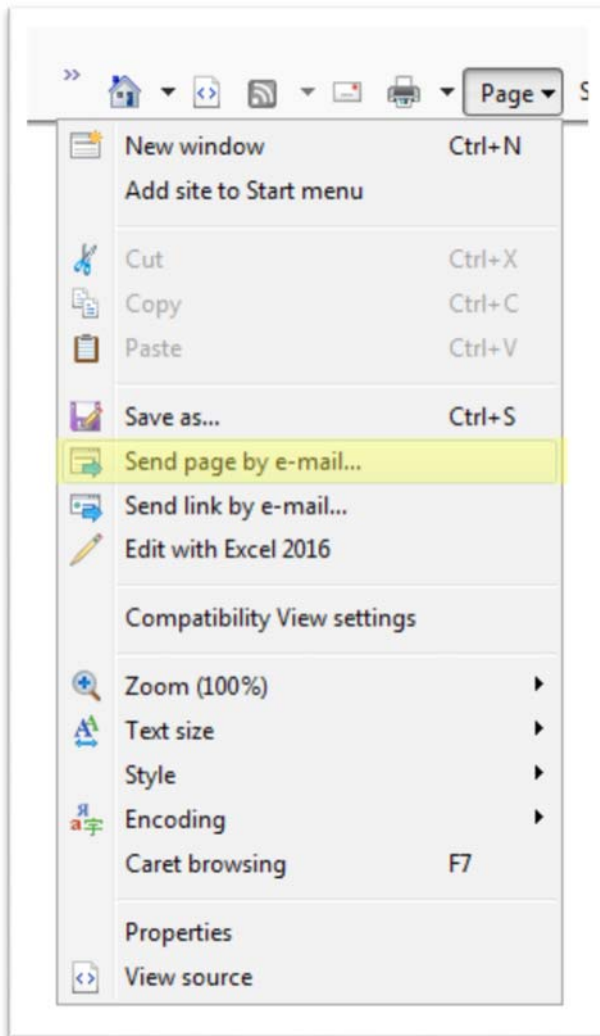
FLORIDA

WEEK 1 - RED	WEEK 2 - GREEN	WEEK 3 - BLUE
Week 1 Day One	Week 2 Day One	Week 3 Day One
Week 1 Day Two	Week 2 Day Two	Week 3 Day Two
Week 1 Day Three	Week 2 Day Three	Week 3 Day Three
Week 1 Day Four	Week 2 Day Four	Week 3 Day Four
Week 1 Day Five	Week 2 Day Five	Week 3 Day Five
Week 1 Extra	Week 2 Extra	Week 3 Extra

4. On the page with the Bingo numbers, please verify that the week and day are correct. Navigate to the page dropdown. If you do not see this option, it may not be active. To turn on this tool bar go to View > Toolbars > and make sure that Command Bar is checked.



Once you click on the page dropdown, locate and click on “Send page by email.” This will open a new email send window in Outlook.



5. Add the group you are sending to in the To: field and make sure you update the subject line to something similar to: Busy Season Bingo. Week 1 Day 1. Good Luck!