Please note: To successfully receive emails regarding your submissions, be certain to add '@owpm2.com' as a safe sender in your email client. Click here for help adding safe senders. Mail client examples include Microsoft Outlook, Gmail, and Apple Mail.

Add Our Address to Your Safe Sender List

Emails can be blocked or filtered causing them to not land in your inbox. To avoid this, add our email addresses to your Safe Senders List. The following is a list of email programs with easy-to-follow instructions on how to add email addresses to your Safe Senders List.

Please add either the 'From' address that the email you received came from OR add the domain @owpm2.com to your Address Book or Contacts to continue receiving emails in your inbox!

What is an Email Safe Senders List?
Each email program features spam filters which automatically recognize white-listed and blacklisted email addresses. The Safe Senders List, also commonly referred to as a Whitelist, is a list of all email addresses you would like to receive email from without impediment.

By default, email messages that you add to your own personal address book are considered safe and will not be re-routed to your junk email folder.

How to Add an Email Address to Your Safe Senders List?
Major Email Account Providers

Outlook.com
1. Open Outlook and log in to your account.
2. Click on the "Settings" gear icon in the upper-right corner.
3. Select "View all Outlook settings" at the bottom of the settings pane.
4. Go to "Mail" and then "Junk email."
5. Under the "Safe senders and domains" section, click on "Add."
6. Enter the email address you want to whitelist and press "Enter" after each address.
7. Click "Save" to apply the changes.

Microsoft 365 using Outlook
1. Open Outlook.
2. Click HOME at the top menu bar.
3. Under "Junk" heading, click Junk E-mail Options....
4. Click on the Safe Senders tab.
5. Click Add.
6. Type the email address or domain.
7. Click OK.

Gmail
1. Open Gmail and log in to your account.
2. Go to the "Settings" by clicking on the gear icon in the upper-right corner.
3. Select "See all settings."

4. Navigate to the "Filters and Blocked Addresses" tab.
5. Click on "Create a new filter."
6. In the "From" field, enter the email address you want to whitelist.
7. Click "Create filter."
8. Check the box next to "Never send it to Spam."
9. Click "Create filter" again to save the changes.

Apple Mail
1. Open Apple Mail and log in to your account.
2. Click on "Mail" in the top menu and choose "Preferences."
3. Go to the "Rules" tab.
4. Click on "Add Rule."
5. Give the rule a name, like "Whitelist."
6. In the conditions section, set the rule to "From" and "Contains."
7. Enter the email address you want to whitelist.
8. In the actions section, set the rule to "Move Message" and choose "Inbox."
9. Click "OK" to save the rule.

Android Phone User
1. Open the email.
2. Tap the face icon next to the email address on the top left corner.
3. Tap CREATE CONTACT.
4. Choose the Device or account type, fill out the pop-up window, click SAVE when done.

Secondary Email Account Providers

AOL 8.0+
- Step 1 Open the email
- Step 2 Click Add Address icon
- Step 3 Verify the sender's contact information

AOL Webmail
- Step 1 Click on the Addresses tab in the upper right corner of the Mailbox window
- Step 2 Click on the New drop-down menu and select New Contact
- Step 3 Type the email address of the new contact in the Screen Name field and click the Save button.

Earthlink
- Step 1 Open the email
- Step 2 Click Add Sender
- Step 3 Verify that our contact information is correct
- Step 4 Click "Yes"

Entourage
- Step 1 Open the email
- Step 2 Right-click the sender's email address
- Step 3 Select Add to Address Book in the short-cut menu
- Step 4 Verify the sender's contact details

Juno
- Step 1 From the mail screen, click on the Address Book tab.
- Step 2 Insert the email address you would like to add.
- Step 3 Click Quick Add

Microsoft Outlook 2007
- Step 1 Open the email
- Step 2 Click Options on the Tools menu
- Step 3 On the Preferences tab, under Email, click Junk E-mail
- Step 4 Select Safe Senders or Safe Recipients tab and click add
- Step 5 Enter the email address of the contact and click Ok

Mozilla Thunderbird
- Step 1 Click the Address book button
- Step 2 Make sure the Personal Address Book is highlighted
- Step 3 Click the New Card button
- Step 4 Under the Contact tab, copy and paste our address and click ok

MSN Hotmail (Classic)
- Step 1 Open the email.
- Step 2 Click Save Address in the menu bar.
- Step 3 Verify that our contact information is correct
- Step 3 Click OK on the next screen.

Window Live Hotmail Adding to the Address Book doesn't automatically add you to the Safe Sender list; you must mark the sender as Safe.
- Step 1 Open the email
- Step 2 Click on the Mark as Safe link

Yahoo! Mail
- Step 1 Open the email
- Step 2 Select the Add to Address Book link.
- Step 3 Enter the email address of the contact and click on Save Contact.