

To whitelist a domain in **Gmail**, click the gear icon > "See all settings" > "Filters and Blocked Addresses" > "Create a new filter". Enter the domain in the "From" field (e.g., @vegclear.com), then click "Create filter". Finally, select the "Never send it to Spam" action and click "Create filter" again to save the filter.

Here are the step-by-step instructions:



- Log in to your Gmail account: on a computer.
- Click the **gear icon**: in the top-right corner and select "See all settings".
- Navigate to the "**Filters and Blocked Addresses**" tab .
- Click "**Create a new filter**".
- In the "**From**" field, **type the domain** you want to whitelist, starting with the "@" symbol. For example, if you want to whitelist all emails from the "vegclear.com" domain, you would enter @vegclear.com.
- Click "**Create filter**": to proceed.
- Check the box next to "**Never send it to Spam**". You can optionally also check "**Always mark it as important**".
- Click "**Create filter**": one more time to save the filter.

To whitelist a domain in **Outlook**, access your Settings, navigate to Mail > Junk email, and then select the Safe senders and domains tab. Click + Add safe sender, enter the domain name you want to whitelist (e.g., @vegclear.com), select OK, and finally click Save to apply the changes.

Here are the step-by-step instructions:



- **Open** Outlook and click on the Settings **gear icon** in the top-right corner.
- Select **View all** Outlook settings.
- In the left-hand menu, **click** on Mail, then **select Junk** email.
- Under the **Junk** email section, find and select **Safe senders** and domains.
- Click on **+ Add safe sender** to open the input field.
- Enter the **domain you want to whitelist**, ensuring you include the wildcard * before the domain name for it to be a domain-wide rule (e.g., *@vegclear.com).
- Press Enter or click OK.
- **Click Save** at the top of the page to finalize your changes.