## Manage the Broadcast Message Signature

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You can attach a standardized signature when you send messages to your providers.

**Note:** Including this signature is optional on individual provider messages. However, it appears at the bottom of all outgoing broadcast messages.

To create a signature:

- 1. Click the **Tools** menu, select **Messages**, and click **Broadcast Message Signature**. The Message Signature dialog box opens.
- 2. Click the text box and enter the text for your signature.

Message Signature This signature will appear at the bottom of all outgoing Broadcast Messages.	×
CACFP is an equal opportunity employer.	*
Save Cancel	*

3. When finished, click Save.