The email signature below can be easily copied, including the formatting. Please note that the logo may not transfer correctly. If that happens, save the logo as an image and manually add it to your email signature. Of course, it is also possible to use a logo with your department's extension. Check the media portal for this extension or contact your communication department. This way we can ensure all email has a professional and consistent appearance.

Vriendelijke groet/ Kind regards,

*[title, optional]* **[Name]** *[pronouns, optional]*

[Job title]

**A blue and black logo

Description automatically generated**

*[Working days, optional]*

[team name]

[service/faculty]

[building]

[address]

T +31 (0)6 [phonenumber]

E [e-mail]

Our email signatures are an extension of our professional identity and contribute to a consistent and recognizable communication style. We encourage an inclusive approach, promoting the use of pronouns as a personal choice. This emphasizes our commitment to a respectful and equitable work environment. The email signature is a powerful communication tool that is not only functional but also a reflection of our shared values and diversity within the TU Delft community.