

To the Mail Administrator:

RE: White listing Green Capital emails

Green Capital, an initiative of the Total Environment Centre, is trying to send emails to users of your mail server which are not being delivered.

Green Capital uses Cvent to send invitations and take online registrations for their events. These emails are sent only to addresses that have requested communication from Green Capital. In addition, in every message sent, Green Capital offers an opt-out link, so users can choose not to receive future mailings.

Cvent utilizes network blocks of trusted IP addresses to service over 10,000 clients. While the vast majority of planners, including Green Capital, abide by our strict Terms of Service, a few customers have misused our service in violation of their user agreement. These abusers have caused Cvent IP addresses to appear on blacklists periodically.

Cvent employs a zero-tolerance policy with regard to unsolicited email. We make every effort to monitor our users vigilantly, and we deactivate accounts that send unwanted emails in violation of our Terms of Service.

Given our strict position on unsolicited email, I am requesting that you unblock the Cvent IP addresses, so that your user community will not be inconvenienced by their inability to receive emails from Green Capital and the Total Environment Centre. The affected IP ranges are:

- **IP Range:** 216.109.80.224 - 216.109.80.255
- **CIDR:** 216.109.80.224/27

- **IP Range:** 38.105.95.64 - 38.105.95.127
- **CIDR:** 38.105.95.64/26

Legacy IP addresses sending emails: 64.14.127.27 and 64.14.127.28

Additionally, if you whitelist based on domain names, Cvent's domain names are:

- cvent.com
- cvent-planner.com

Thank you for your help in this matter. If you have any questions, please contact me on the details below.

Kind Regards,

Tessa Menzies | Sustainable Events and Marketing Manager



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