

## Automatic email sender - Data from Google Sheets

Here's a simple and \*\*customizable\*\* Google Apps Script\*\* that automatically sends emails based on data in your \*\*Google Sheet\*\* — perfect for follow-ups, sales updates, reminders, etc.

### ### **Automatic Email Sender Script for Google Sheets**

#### #### **Step 1:**

In your Google Sheet, set up columns like:

Name	Email	Subject	Message	Status	
John Doe	[john@example.com](mailto:john@example.com)	Welcome!	Hi John, thanks for joining... (blank initially)		
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#### #### **Step 2:**

Go to **Extensions → Apps Script** and paste the following code:

```
```javascript
function sendAutomaticEmails() {
  const sheet = SpreadsheetApp.getActiveSpreadsheet().getSheetByName("Sheet1"); // change
if your sheet name differs
  const dataRange = sheet.getDataRange();
  const data = dataRange.getValues();

// Loop through rows (skip header)
for (let i = 1; i < data.length; i++) {
  const name = data[i][0];
  const email = data[i][1];
  const subject = data[i][2];
  const message = data[i][3];
  const status = data[i][4];

// Send only if email not already sent
if (status !== "Sent" && email) {
  try {
    const personalizedMessage = message.replace("{{name}}", name);
    MailApp.sendEmail({
      to: email,
      subject: subject,
```

```
    htmlBody: personalizedMessage
  });
  sheet.getRange(i + 1, 5).setValue("Sent");
  SpreadsheetApp.flush();
} catch (error) {
  sheet.getRange(i + 1, 5).setValue("Error: " + error.message);
}
}
}
}
...
---
```

#### ##### \*\*Step 3 (Optional):\*\*

##### Set up \*\*Automatic Trigger\*\*

1. In Apps Script, click \*\*Triggers (🕒 icon)\*\*.
2. Choose function → `sendAutomaticEmails`
3. Select event type → “Time-driven”
4. Choose how often you want it to run (e.g., every hour or day).

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#### ### 💡 \*\*Customization Tips\*\*

- \* Use `htmlBody` for styled emails or templates.
- \* Add more placeholders like `{{subject}}` or `{{date}}` and replace dynamically.
- \* You can attach files using:

```
```javascript
attachments: [DriveApp.getFileById('YOUR_FILE_ID')]
```
---
```

- \* Use Gmail quota limits: free accounts ≈ 100/day, Workspace ≈ 1500/day.