

# **Email Template Tutorial:**

**For – IRIA 2026, Hyderabad**

**How to Send Professional  
Invitations**

**Select using the  
mouse from top left  
corner of email and  
drag mouse till end of  
the mail.**



Compose



Inbox

2,142



Starred



Snoozed



Important



Sent



Drafts

24



Purchases



Social

128



Updates

4,165



Forums



Promotions

303



More



Upgrade



1 of 3,649



teserfde



Inbox x



Vikas Singh

to me

Sat, Jan 17, 11:57 PM (2 hours ago)



# INVITATION



We cordially invite you to

# IRIA-2026

## 78<sup>th</sup> ANNUAL CONFERENCE OF

### INDIAN RADIOLOGICAL AND IMAGING ASSOCIATION

Meet Us At

**Select till “Unsubscribe”  
and copy –  
(Ctrl+C or right click and  
select copy )**





Updated -Test Invitation to IRIA 2026 Hyderabad by Phantom Healthcare

Vikas Singh

Wed, Jan 13, 12:56:00 (2 days ago)

# INVITATION

We cordially invite you to

## IRIA-2026

78<sup>th</sup> ANNUAL CONFERENCE OF  
INDIAN RADIOLOGICAL AND IMAGING ASSOCIATION

Meet Us At  
**STALL NO. D-2**

**29<sup>th</sup> Jan to 1<sup>st</sup> Feb 2026**  
**HITEX, Hyderabad**

HITEX (Hyderabad International Convention and Exhibition Center)  
Hitex Road, Izzathnagar, Kothaguda, Hyderabad  
Telangana (500084), INDIA


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**Compose a new email, and remove any predefined signature (if you have one).**

**Then paste the content which was copied using- (Ctrl+V or Right Click-➤ Paste Option)**



Updated -Test Invitation to IRIA 2026 Hyderabad by



**Vikas Singh** <vsinghphantom@gmail.com>  
to Ritika



New Message



Recipients

Subject

Thanks & Regards

Vikas Singh  
(Digital Marketing & Software Professional)  
Phantom Healthcare



INDIA

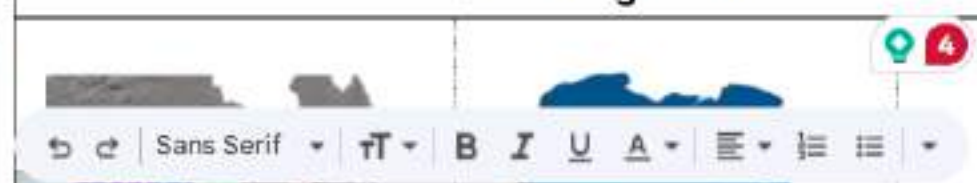
USA



UAE

Visit Our Website → [phantomhealthcare.com](https://phantomhealthcare.com)

Our Regional Offices



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Send

Aa



**Write the “Subject” as per your choice –use multiple versions of the “Subject” in every mail to avoid being in spam/junk. Keep “To” recipients' emails in “Bcc”, number of people to be kept in each mail depends on your Gmail or Google Mail Account(if provided by authorities) and then “Send”**



Phantom Healthcare Invites you -----

To

Bcc  VIKAS SINGH (vsingh2110@) x  digital@phantomhealthcare.com x goog

Add: Ajay Verma brijesh Brijesh Suneja

Phantom Healthcare Invites you -----



googlebusinessprofile-support@google.com  
googlebusinessprofile-support@google.com

Cc



Send

Aa



**Thank  
You**