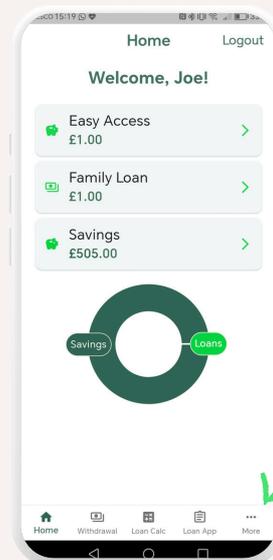


How to send a private message through the app



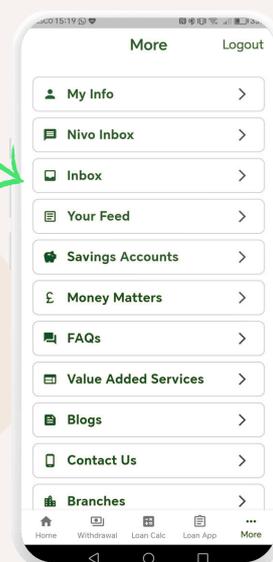
STEP ONE

When you have logged into the app, click the more button in the bottom right hand corner.



STEP TWO

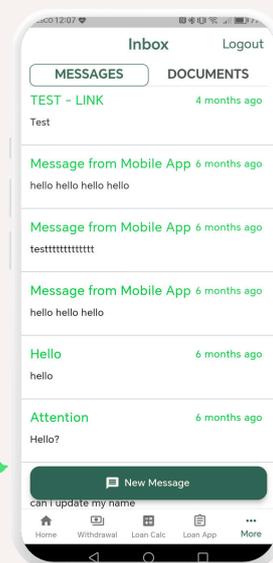
This menu will then appear on your screen. Click on the inbox button.



STEP THREE

The inbox will open. To send us a new message click the blue 'new message' button. Type your message then press send.

You can reply to a message simply by clicking on the message in the inbox, then type your reply and hit send.



Please note: all app messages will be replied to during working hours 9:30am - 4:15pm (Friday's 9:30am - 3:00pm)