Creating Filtered Lists with Syncronym	
For Syncronym users, you can create a mailing list based off of the custom fiel designated.	ds your Administrator has
 Go to PoliteMail > Lists > Mailing Lists Select the list you want to filter. Then go to New > Filtered List. A window appears to create your new ma Fields your Administrator has set up. Give your list name and a description. Then, check which custom fields you want to apply to the list. Once you have your values entered, scroll down to the bottom and click Save. 	iling list with the Custom Create Filtered List × List Name My New List Contact Count: 0
You should now see this filtered list in your Mailing List Grid.	Field Management Enter values to filter on

Field Division

Enter values to filter on... + Add Field \sim ×