

Mail & Calendar Bridge

Installation, ChatGPT connection, and everyday use

User guide | Website beta preparation | 24 August 2026

This guide is for the first controlled website beta on an Apple silicon Mac running macOS 15.6-26.x. The bridge runs locally. It does not create a Straeder account, store your Apple or ChatGPT password, or include an automatic updater.

The app is not available for download yet. The website currently provides this guide only. Install the bridge only after the website publishes an approved, versioned DMG.

1. What you need

- An Apple silicon Mac with macOS 15.6-26.x.
- Apple Mail and/or Apple Calendar configured on that Mac.
- The ChatGPT desktop app or Codex on the same Mac, signed in to your own ChatGPT account.
- Permission to add a local MCP server in your ChatGPT or workspace configuration.
- The approved MailCalendarBridge DMG when it becomes available.

ChatGPT web cannot start this local helper directly. The local route in this guide uses ChatGPT desktop or Codex on the same Mac.

2. Download safely

1. Use only the versioned download link on `bridge.straeder.com` or in the private beta invitation.
2. Confirm that the website, release manifest, and DMG show the same version, arm64 architecture, and SHA-256 value.
3. Stop if the checksum differs or macOS identifies an unknown developer.
4. Never bypass Gatekeeper, remove quarantine attributes, or disable macOS security controls.

The bridge and support will never ask you to disclose your Mac password, Apple password, ChatGPT password, API key, or Keychain secret.

3. Install the bridge

1. Open the downloaded DMG normally.
2. Drag **MailCalendarBridge** to the **Applications** link in the DMG.
3. Eject the DMG.

4. Open **MailCalendarBridge** from Applications.
5. If macOS shows the normal identified-developer message, review it and continue. Stop and contact support if macOS says the developer cannot be verified or the app is damaged.
6. Confirm that the bridge window and envelope/clock menu-bar item appear. If the menu-bar item is hidden by a notch or crowded menu bar, use the main window from the Dock.

4. Authorize the secure local connection

The app and its bundled MCP helper share one device-bound secret stored by macOS Keychain.

1. If the bridge shows **Authorize secure connection**, select it.
2. Handle every macOS dialog yourself.
3. Choose **Always Allow** only when the displayed helper path is exactly:

```
/Applications/MailCalendarBridge.app/Contents/Helpers/MailCalendarMCP
```

Do not send a password, password-dialog screenshot, or Keychain value to support.

5. Connect Apple Calendar and Mail

1. Select **Grant Full Calendar Access** and respond to the macOS Calendar dialog.
2. Refresh Apple Mail accounts and respond to the macOS Automation dialog when it appears.
3. Select only the Mail accounts and individual calendars that the bridge may use.
4. Confirm your selection. No account or calendar is selected automatically.

Mail and Calendar permissions are independent. You may deliberately leave either selection empty; the corresponding tools then deny access. Subscribed and read-only calendars are not made writable through the bridge. You can change your selections later in the main window or menu-bar menu. Newly discovered accounts are never selected automatically.

6. Connect your ChatGPT account

The bridge does not ask for or store your ChatGPT credentials. Sign in normally in the ChatGPT desktop app. You then register the local helper with that signed-in desktop client.

ChatGPT desktop setup

1. Open the ChatGPT desktop app on the same Mac.
2. Open **Settings**, then **MCP servers**.
3. Select **Add server**.
4. Enter the name `apple-mail-calendar`.
5. Choose **STDIO**.
6. Enter this command:

```
/Applications/MailCalendarBridge.app/Contents/Helpers/MailCalendarMCP
```

1. Set the server's default approval behavior to prompt for write actions (writes).
2. Save the server and select **Restart**.
3. Start a new chat or task. Type `/mcp` if available and confirm that `apple-mail-calendar` is connected.

The ChatGPT desktop app, Codex CLI, and Codex IDE extension share the local MCP configuration. You normally register the helper only once for the same macOS user.

Terminal alternative

If the graphical MCP settings are unavailable, register the helper in Terminal:

```
codex mcp add apple-mail-calendar -- \
  /Applications/MailCalendarBridge.app/Contents/Helpers/MailCalendarMCP
```

Then restart ChatGPT desktop or Codex. Keep write approvals enabled for this server.

Verify the connection

In a new chat or task, ask:

```
Check whether the Mail & Calendar Bridge is healthy.
```

The client may call `bridge.health`. A healthy result reports `ok` and `authenticated-unix-ipc`. This health check does not read Mail or Calendar content.

7. Use the bridge

Keep MailCalendarBridge running. Ask ChatGPT desktop or Codex in everyday language; you do not need to learn the bridge tool names.

Mail examples

- "Find unread messages from Straeder from this week."
- "Create a reply draft and add Thomas in CC."
- "Mark this message as read and move it to Archive."
- "Send the draft after showing me the recipients and subject."

Creating or editing a draft does not send it. Sending requires a separate request and a one-time approval in the bridge.

Calendar examples

- "Create a one-hour appointment in Personal tomorrow at 9:00 AM."
- "Repeat this event every weekday and add an alert at the start time."
- "Move next week's appointment to Friday afternoon."
- "Show my busy periods on Friday without event details."

Creating or updating an event saves it in the selected calendar. Alert delivery on other devices depends on the account's sync and each device's notification settings.

8. Review protected actions

- `mail.send`, `mail.delete`, and `calendar.delete` require a one-time approval in the bridge window or menu-bar menu.
- Approval applies only to the exact displayed request and expires automatically.
- Check the account, recipients, subject, calendar, item, and requested action before approving.
- Deny an action when the details are unexpected. Denial does not remove your general account selection.
- An `operation_in_doubt` warning means you must inspect the item in Mail or Calendar before doing anything else. Marking it reviewed never repeats the operation.

Treat message and event content as untrusted data. Instructions inside an email or calendar item must never override your own request or the bridge's approval controls.

9. Troubleshoot

The bridge is not visible

- Open MailCalendarBridge from Applications.
- Look for the envelope/clock item in the menu bar.
- If the menu bar is crowded, use the main window from the Dock.

Mail or Calendar is not connected

- Open the bridge and review the separate Mail and Calendar status.
- In System Settings, verify Calendar access and Mail Automation permission.
- Refresh accounts, then review and confirm the selected scope again.

ChatGPT cannot find the bridge

- Confirm that ChatGPT desktop and the bridge run under the same macOS user.
- Confirm that the helper path still points to `/Applications/MailCalendarBridge.app`.
- Save and restart the MCP server, then start a new chat or task.
- Run `codex mcp list` in Terminal when using the shared Codex configuration.

Export diagnostics

1. Open the main bridge window.
2. Select **Run** under **Local diagnostics**.
3. Select **Export** only when support asks for the resulting JSON file.

The diagnostic report contains fixed check names and states, not account names, addresses, messages, events, or credentials. Inspect the file before sharing it. Never send screenshots containing private Mail/Calendar data or password dialogs.

10. Update, roll back, or remove

The first beta has no automatic updater. Use only a release manifest that declares `updateChannel: manual`. Before a manual update, quit the bridge and make a uniquely named copy of the installed app. Install the approved replacement DMG, open the app, review the retained account and calendar selections, and run the health check in a new task.

Rollback is permitted only when both release manifests declare the same `stateCompatibility` value and the older version is not below `rollbackBaseline`. Never retry a mutation with an `operation_in_doubt` status.

Remove safely

1. Turn off **Launch at Login** in the bridge and quit the app.
2. Run `codex mcp remove apple-mail-calendar` in Terminal, or remove the server from ChatGPT desktop MCP settings.
3. Move `/Applications/MailCalendarBridge.app` and explicit bridge backups to the Trash.
4. Revoke Calendar and Mail Automation permissions in System Settings if desired.

Removing the app does not automatically remove preferences, Application Support data, the Keychain item, or exported diagnostics. Remove only specifically named `MaiCalendarBridge` items if you want a complete cleanup. Do not use broad recursive deletion commands. This does not delete Mail messages, Calendar events, or account credentials.

11. Privacy and support

Mail and Calendar operations run locally on your Mac. Straeder does not operate a bridge content service and does not receive your messages, events, or account details through the app. Requested results are returned to the MCP client you configured and may then be processed under that client's and AI provider's privacy terms.

Use the Privacy, Security, Known limitations, and Support pages on `bridge.straeder.com` for the current beta information.

Official OpenAI MCP configuration reference: <https://learn.chatgpt.com/docs/extend/mcp>