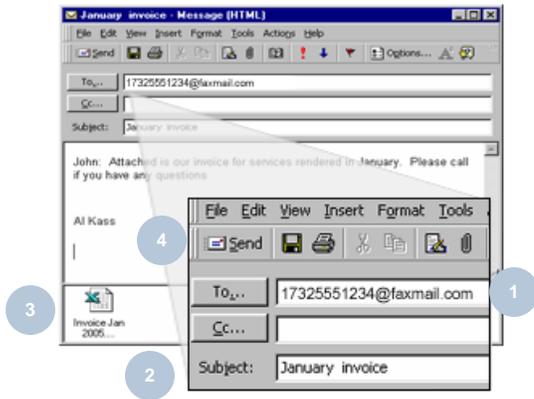


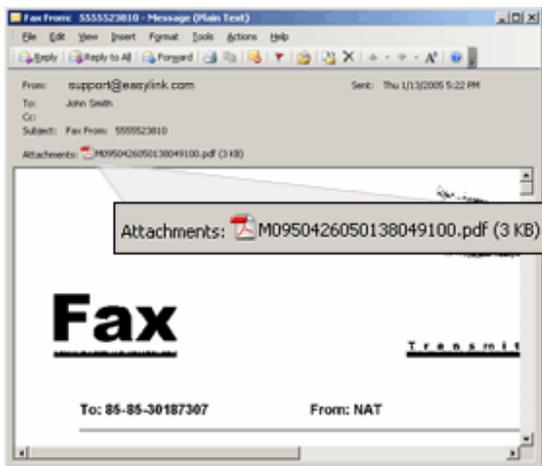
Personal Fax Provider Quick Reference Guide

Sending a fax by email



- 1 In the To ... line, type the fax number: <faxnumber>@faxmail.com e.g. 16132484792@faxmail.com. Be sure to include the country code, the area code and the fax number when sending your fax.
- 2 In the Subject: line, input the subject of the fax that you are sending. This text will appear at the top of the fax itself.
- 3 Attach the file you want to have faxed. You can attach up to nine documents at one time, in most common file formats.
- 4 Click Send.
You will receive an email confirmation once the fax has been sent Successfully.

Receiving a fax by email



Faxes sent to your EFP Fax number will be received in your email inbox. Received faxes will be delivered to you in PDF format. The first page of the fax appears in the email body so you can get a quick glance at the content of the fax.

Once received, faxes can be stored in a local or network directory, printed, deleted or forwarded to another recipient.

Simply give your new Inbound phone number(s) to persons sending you faxes. The numbers work just like conventional fax machine numbers. However, you will receive the fax content via e-mail at the e-mail address indicated. Click on the attachment and your fax will open using software already on your PC such as Adobe Acrobat Reader.

Personal Fax Provider Help

Customer Support

Based in North America, our Customer Support Team is available to help you 24 hours per day, 7 days a week!

Telephone Support

Tel: 1 (610) 706-4554
Toll-Free Customer Service: 1-800-437-3297
EasyLink Tech Support: 1-800-209-6245

Email Support

support@personalfaxprovider.com

