



faxing simplified. anytime. anywhere.



# Solutions for Users

MyFax® is an Internet-based fax service that lets you send and receive faxes using existing email accounts and the web. MyFax eliminates fax machines, fax servers and everything that goes with them, like supplies, dedicated lines and long distance charges. No more busy signals, no more waiting. And no more paper.

## Benefits

- ▶ **Convenient** – send and receive faxes from your email, from the web, or from your handheld device.
- ▶ **Easy to Use** – works as quickly and easily as regular email – simple, user-friendly and compatible with most email systems.
- ▶ **Superior Performance** – fax to multiple numbers at once and send multiple faxes at once – automated email confirmations ensure delivery and receipt.
- ▶ **Reliable** – faxes sent to your MyFax number are instantly forwarded to your email address as attachments, and can be received at up to five separate email addresses, allowing you to access faxes whenever and wherever you check your email.
- ▶ **Flexible** – automatically track, file and forward faxes to the printer or to other email addresses.
- ▶ **Secure** – turns your existing email network into an inbound private fax mailbox so faxes remain completely confidential.

## Fax from Microsoft® Office 2003 and 2007, Lotus® Notes® and ACT!

- ▶ Optional integration with Microsoft Office, Lotus Notes and ACT!
- ▶ Provides a simplified interface for faxing.
- ▶ Add a fax cover page with a click of a button.
- ▶ Select fax numbers directly from existing contacts.

[www.myfax.com](http://www.myfax.com)

## Send and Receive Faxes from the Web

- ▶ Securely send and download faxes from the web instantly – eliminate email delays and get faxes wherever you have web access.
- ▶ Maintain an online fax history to track fax deliveries – search by date or month at a glance.
- ▶ Retrieve up to a year of inbound or outbound faxes from our secure web site, MyFaxCentral for reference purposes.

### Key Features

|                                     |   |
|-------------------------------------|---|
| Toll Free Fax Numbers               | Available in Canada, the US and select International locations. No extra charge. Local numbers available in select North American and International cities. |
| Extends Internet functionality      | Send and receive faxes from your existing email account, from the web and from your handheld. No added software or hardware required.                       |
| Global                              | Fax to any fax number worldwide.  |
| Always On                           | Receive faxes whether your computer is on or off.   |
| Private and Secure                  | Faxes arrive in your private email inbox and online.  |
| Add Custom Cover Pages              | Personalize your faxes. Include your company logo.  |
| Flexible                            | Fax from up to 5 different email addresses.   |
| Microsoft Office Integration        | Send faxes directly from Microsoft Office 2003 or 2007  |
| Multiple Recipients                 | Send faxes to 9 destinations in one shot.   |
| Attach Documents                    | Fax PDF and spreadsheets + 176 other document types in your choice of page size.  |
| Delivery Confirmation               | Confirmations are sent to your email address, and include an image of the faxed document.   |
| Electronic faxes reduce paper waste | Faxes arrive as professional PDF or TIF documents. Print them, forward them, or file them digitally on your computer.                                       |
| Schedule Delivery                   | Send faxes at a scheduled date and time.  |
| Auto Resend                         | Failed transmissions are automatically reattempted twice.   |
| Online Storage                      | Store inbound and outbound faxes online for up to one year. Easily retrieve lost faxes.   |
| Web Reporting                       | Online account-management tools – add users, modify accounts, report junk faxes and customize settings and options.   |
| FREE Customer Support               | Help when you need it, FREE, 24/7.  |

### About MyFax

MyFax is the fastest growing Internet fax service used by individuals, small, medium, and large businesses to send and receive faxes using existing email accounts or the web. MyFax offers services in North America and Europe, including the United Kingdom, to industries recognized among the fastest growing adopters of internet fax including finance, insurance, real estate, healthcare, transportation and government. More than 15,000 new customers subscribe to MyFax each month. Additional information is available at [www.myfax.com](http://www.myfax.com) and [www.myfax.uk.com](http://www.myfax.uk.com).

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