
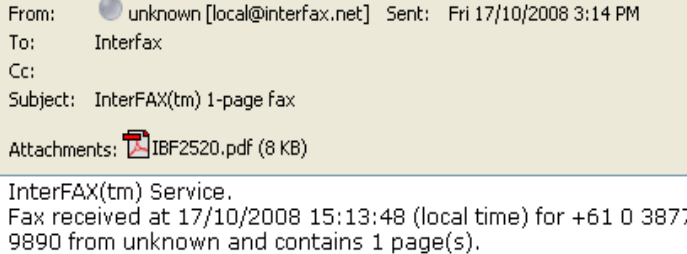
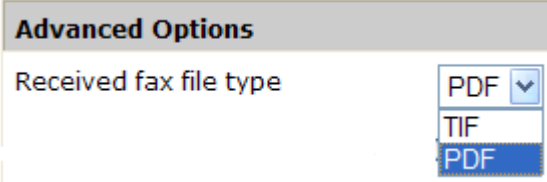


## Receiving a fax via email

In order to receive faxes via email you must have an **active InterFAX account**, the **receive function** must have been added to your account (please see '**Adding InterFAX Receive to your InterFAX Send account**') and your email address has to be added as an **allowed receive email**' within this account (please see '**Adding multiple Receive emails to your InterFAX account**').

<p><b>1.</b> Once you have successfully set up your <b>InterFAX Receive</b> account, you will be sent an email confirmation which includes your new fax number. During the registration process you are required to enter an email address which you wish to receive all faxes into. In case you do not have the number on file please <b>log into</b> your InterFAX account, go to the <b>Preferences</b> tab and select <b>Incoming</b>. Your InterFAX Number will be displayed.</p>	 <p>The screenshot shows the 'Preferences' tab selected in the top navigation bar. Below it, the 'Incoming' sub-tab is active. The breadcrumb trail reads: 'You are here: <a href="#">Logged In</a> &gt; <a href="#">Preferences</a> &gt; Fax Reception'. Below this, the text 'Your Interfax Number: +61 0 3877 98901' is displayed.</p>
<p><b>2.</b> After a fax has been successfully sent to your InterFAX number an email with the fax as an attachment will be sent to your nominated email address/es (please see '<b>Adding multiple Receive emails to your InterFAX account</b>'). Additionally you may view the incoming faxes online within your InterFAX account ('<b>Viewing Incoming Faxes</b>')</p>	 <p>The screenshot shows an email header with the following details: From: unknown [local@interfax.net] Sent: Fri 17/10/2008 3:14 PM; To: Interfax; Cc: ; Subject: InterFAX(tm) 1-page fax; Attachments: IBF2520.pdf (8 KB). Below the header, the body text reads: 'InterFAX(tm) Service. Fax received at 17/10/2008 15:13:48 (local time) for +61 0 3877 9890 from unknown and contains 1 page(s).'</p>
<p><b>3.</b> To <b>change the file type</b> of how you receive your fax attachments please <b>log into</b> your InterFAX account, go to the <b>Preferences</b> tab and select <b>Incoming</b>. Under the '<b>Advanced Options</b>' you can choose the '<b>Received fax file type</b>' from the drop down menu.</p>	 <p>The screenshot shows the 'Advanced Options' section. Under the heading 'Received fax file type', there is a dropdown menu currently set to 'PDF'. Other visible options in the dropdown are 'TIF' and 'PDF'.</p>

1 Please contact our customer service team on 1300 667 355 if you have any additional enquiries or email [interfax@faxem.com.au](mailto:interfax@faxem.com.au)