



Virtual Fax Instructions:

VFax Solution overview

Broadtela Vfax Solution allows you to send and receive faxes to users email, via an online portal or an email client.

For the portal:

Go to: <http://www.viewmyfax.com/>
GOOGLE CHROME OR FIREFOX

Login username is: XXXX
Pass: XXXX

Detailed Instructions are here:

<http://www.broadtela.com/knowledge-base/viewmyfax-com/>

Fax to Email

Email-to-Fax Service

To send a fax using our Email-to-Fax service simply send an email using the following parameters. Email-to-Fax supports up to 5 attachments.

Attachments may be sent in JPG, PDF, Adobe PostScript, TIFF, Microsoft Word, Excel, CSV, HTML & Plain Text formats.

To: <10_digit_number>@emailyourfax.com

From: authorized@email_address.com

Subject: <Your vFax DID number; 10 digits only> (You may now add 'cover page' to the subject line to have our system utilize the email body as a cover page)

Body: <blank>

Upon submission our system will reply with a confirmation or rejection notice.