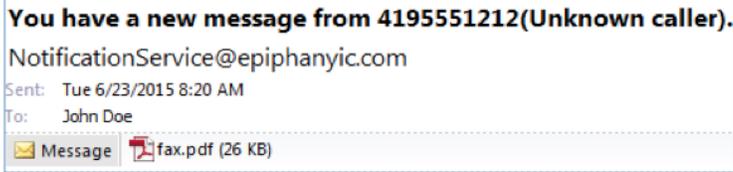The Hosted Fax Mail service allows you to receive incoming fax transmissions, without the need of fax equipment or paper to print the fax. Once a fax is received, it is deposited as an electronic .tif image into your account, and is viewable via an Online portal, or you may configure E-Mail Notifications to have the system automatically send the fax as a .pdf attachment to designated E-Mail addresses. Outbound fax messages can still be sent through a traditional fax machine.

Setting Up E-Mail Notifications

1. Access the Telesystem Voicemail portal at:
https://msgcollab.epiphanyic.com/VXView/VXView.do

2. Login with your Account Number and PIN.

- The **account** is the 10-digit phone number of the fax line.
- Enter the default pin which was given to you.

3. Once logged in, click on the **Notification** link in the navigation pane on the left.

4. Click on **Set Up Notification**.

5. In the E-Mail Notification section, enter the e-mail address(es) where you would like to receive fax messages, then click the **Add Attachment** button. The e-mail address you entered will appear in the **Email Address List** followed by the word "attachment".

7.13.18

You have a new message from 4195551212(Unknown caller).

NotificationService@epiphanyic.com

Sent: Tue 6/23/2015 8:20 AM
To: John Doe

✉ Message 📕 fax.pdf (26 KB)

6. E-Mail messages will show up with the fax message as a PDF attachment.

Deleting Messages

If you receive fax notifications as PDF attachments in your E-Mail, you must periodically log into the web portal and delete the old messages. The frequency which messages must be deleted varies depending on the volume of incoming fax messages. The standard subscriber account has 50MB of storage.

1. Access the Telesystem Voicemail Portal at *https://msgcollab.epiphanyic.com/VXView/VXView.do*

2. Login with your Account Number and PIN. The Account number is the 10-digit phone number of the fax line.

3. Once you are logged in you will be taken to the **Mailbox**. Here you may view and delete messages. If you do not have the e-mail notifications set up, this is where you may click on the **Open** icon   to open or view a fax message. To delete a message, click the check box in the **Select** column and then click the **Delete** button.

Mailbox

| Inbox | Outbox |

Unread   **Delete**   Re-save   Check

View : All Unread   Messages 1 - 2 of 2 | First Previous

Select	!	✉	Sender	Subject	Date and Time	Days Remaining	Length	Open
☑		✉	4195551212	You have a fax message from 4195551212	06-23-2015 08:17AM EDT	-	1	📠
☑		✉	4195551212	You have a fax message from 4195551212	06-23-2015 08:13AM EDT	30	1	📠