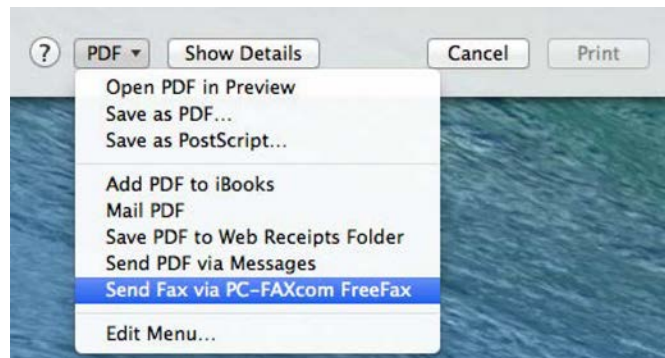


## FreeFax by PC-FAX.com

FreeFax turns your computer into a fax machine. Send 1 page to up to 50 countries worldwide – **for free and without registration**. If you want to send more than one page, you can buy in the app one of the available fax pages packages. You can also register by FAX.de and send faxes to almost every country in the world.

### Send fax from every application

With the FreeFax you can send your document (via PDF function) as a fax directly from the application.



Try it – send a test fax by clicking on the “Send Test Fax” right now.



## Send one fax page per day in these countries for free

You can send fax with FreeFax mode for free to the following countries:

+54	Argentina	+81	Japan
+61	Australia	+423	Liechtenstein
+43	Austria	+352	Luxembourg
+351	Azores	+351291	Madeira
+32	Belgium	+60	Malaysia
+55	Brazil	+377	Monaco
+1	Canada	+31	Netherlands
+56	Chile	+64	New Zealand
+86	China	+47	Norway
+57	Colombia	+48	Poland
+385	Croatia	+351	Portugal
+357	Cyprus	+7	Russia
+45	Denmark	+378	San Marino
+372	Estonia	+65	Singapore
+358	Finland	+421	Slovakia

+33	France	+386	Slovenia
+49	Germany	+27	South Africa
+30	Greece	+34	Spain
+1808	Hawaii	+46	Sweden
+852	Hong Kong	+41	Switzerland
+36	Hungary	+886	Taiwan
+354	Iceland	+1340	U.S Virgin Islands
+353	Ireland	+44	United Kingdom
+972	Israel	+1	United States
+39	Italy	+379	Vatican City

FreeFax offers the pure sending of a fax as

- Text fax
- PDF / Word / Excel / TXT document
- Document from clouds
- JPG / TIFF files

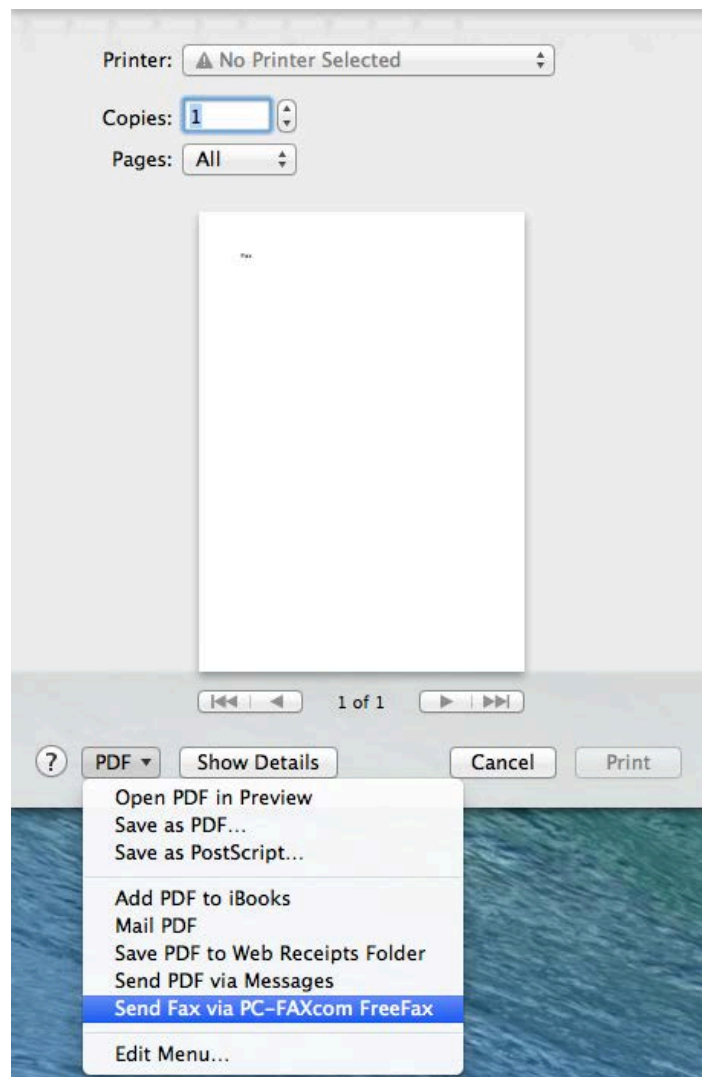
## Send documents as fax directly from application

You can also send as a fax documents from the other apps.

The FreeFax app must be added as a PDF Service. The alias to the app must be saved in the PDF Services directory.

If all users of the computer want to use the FreeFax app, the alias should be saved in the /Library/PDF Services directory, if only one user want to use the app, then the alias must be saved in the /Users/Name of the User/Library/PDF Services directory.

After the alias was created you can start FreeFax function under PDF function from all applications which use the standard print dialog.

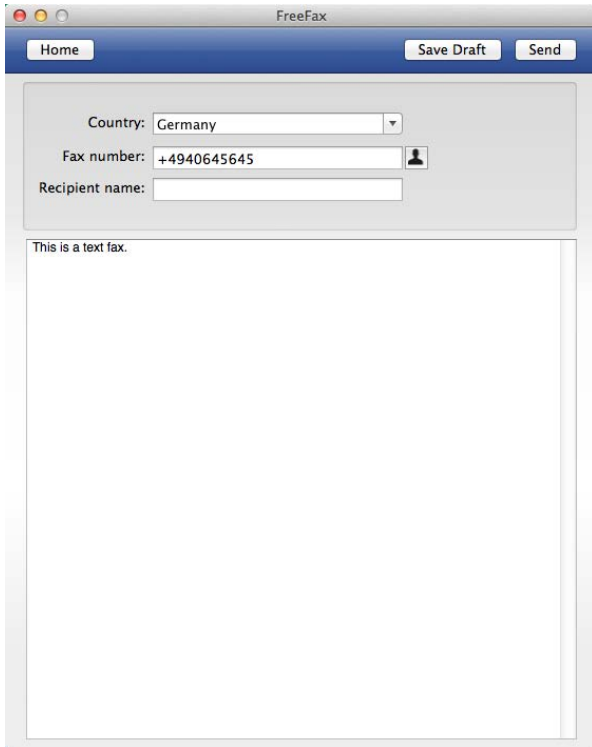


## A quick text fax...

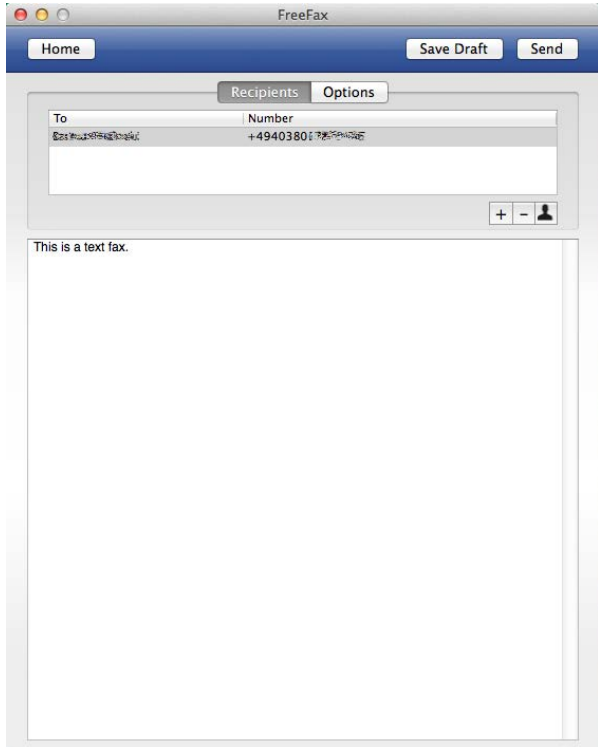
It's a piece of cake to send important information to a co-worker or customer via fax with FreeFax. Just choose "Send Text Fax" and insert the text. After putting the fax number, the software is already sending the fax.

**Important:** Always enter the country code when entering the fax number, deleting internal dial codes, such as '0' (except Italy). For example, a german fax number 040-646545 would be entered as +4940646545.


Registered clients can also set a date, when the fax should be sent.



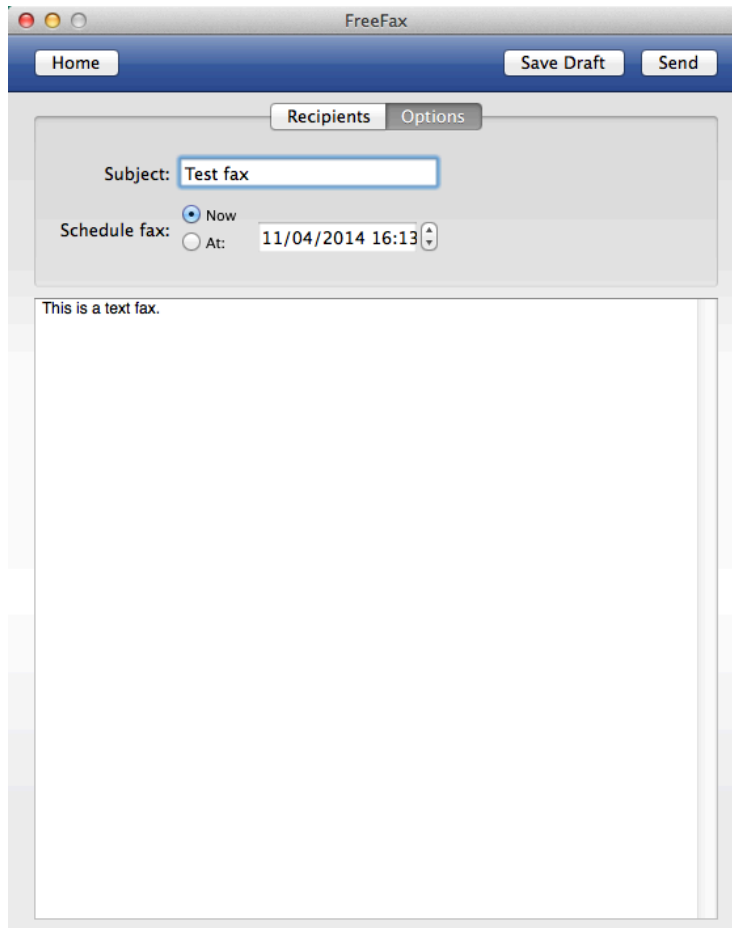
The screenshot shows the FreeFax application window with the 'Home' tab selected. The 'Country' dropdown is set to 'Germany'. The 'Fax number' field contains '+4940645645'. The 'Recipient name' field is empty. Below the form, there is a large text area containing the text 'This is a text fax.'



The screenshot shows the FreeFax application window with the 'Recipients' tab selected. A table lists the recipient information:

To	Number
	+494038017850000

Below the table, there are '+', '-', and person icons. The text area below contains 'This is a text fax.'

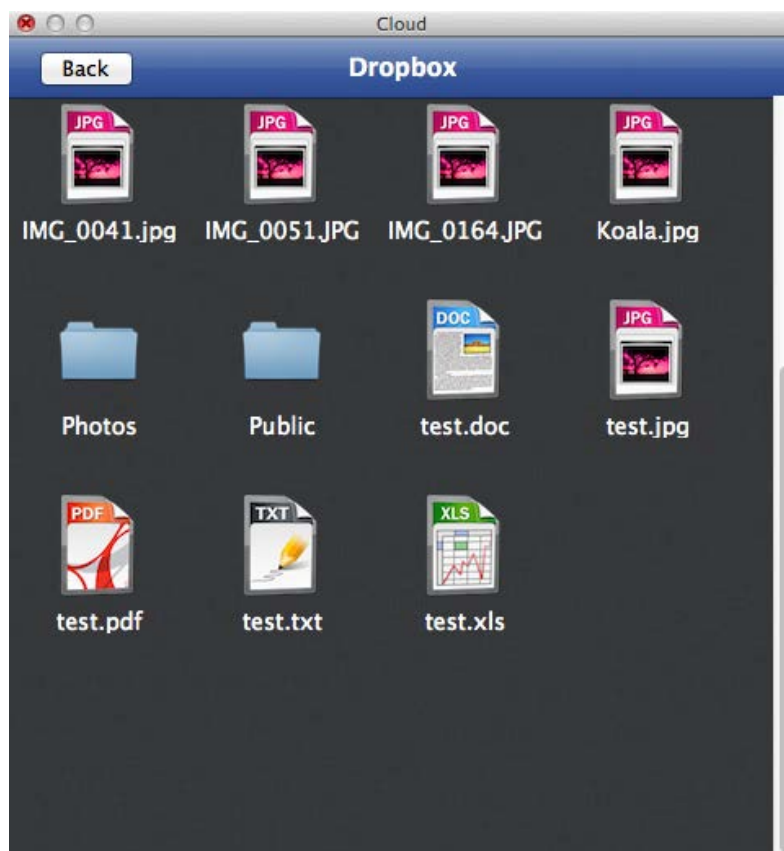
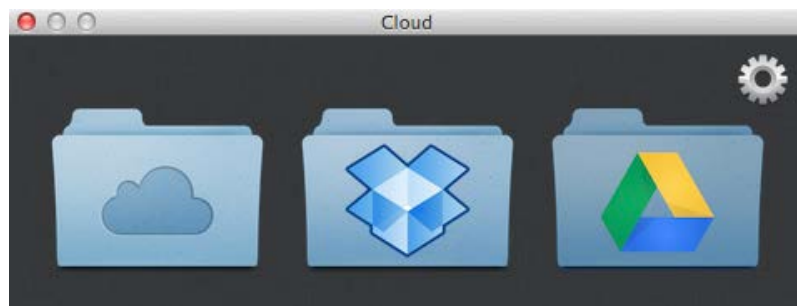


The screenshot shows the FreeFax application window with the 'Options' tab selected. The 'Subject' field contains 'Test fax'. The 'Schedule fax' section has two radio buttons: 'Now' (selected) and 'At:'. The 'At:' option is followed by a date and time picker showing '11/04/2014 16:13'. The text area below contains 'This is a text fax.'

## Faxing documents from the cloud

You can simple select a PDF/Word/Excel or TXT document from your drive and send it as a fax.

There is also a possibility to download documents from the iCloud®, Dropbox® and Google Drive®.



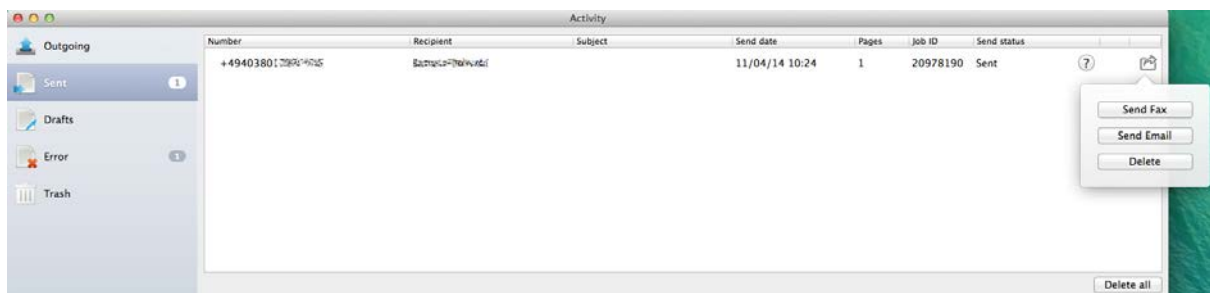
## Keep track of the activity

Click “Show Activity” and you can check here whether a fax has been already sent or there was a problem with sending it.

All faxes go first into Outgoing box. Once a fax was sent, it is moved to the Sent box. If there was any problem with sending a fax, it will be moved to the Error box.

You can select a document in every box and send it again as a fax, as an email or delete.

You can double click the selected document if you want to see the preview.



The following states are possible:

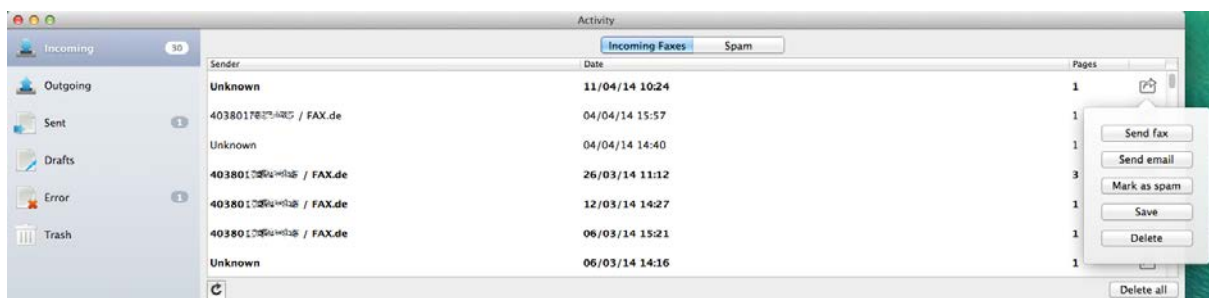
- **In Progress** – the fax was transmitted to the server but has not been sent yet
- **Sent** – the fax successfully sent
- **Busy** – we tried after 3, 5 and 10 minutes to reconnect, but the other side was always busy
- **No Answer** – the other party has not answered the call
- **Voice** – it could not made a fax connections; either incompatible fax machines or the other party was not a fax or the fax equipment does not answer within 60 seconds
- **Call Failed** – the connection has been already failed on ISDN level; no connection under this number

- **Send Fail** – that error occurs, when dialing was successful but afterwards a technical problem appears (communication disturbance, no paper, ...)
- **Unknown** – the status is unknown; if the status was not checked for a long time, it may be unavailable
- **Ready To Upload** – the fax has not yet been uploaded to the server
- **Uploading** – the fax is uploading to the server
- **Response Error** – no response from the server
- **Connection Error** – connection problem with the server
- **In Queue** – the fax transferred to the server but stays in the queue and has not been sent yet
- **Unavailable** – the status is unavailable
- **Black List** – the client is on the black list
- **Sending** – the fax is sending
- **Open** – the fax is still waiting for sending

## Receiving faxes

If you want to receive faxes you have to buy a fax number. Your fax number will be a local landline number if at all possible.

Now you are able to receive faxes round the clock. You can receive up to 60 faxes at a time. The faxes will be sent to your email, if you are registered by FAX.de you can also see your faxes under “Incoming Faxes” in the Activity.





You can here select a fax and send it to another fax number. You can also send it per email, save it to the drive, delete or mark as a spam.

### **Spam:**

Please be aware the ALL faxes received from this sender will go to the spam folder. If you mark a fax as a spam that has no listed sender, then normal faxes can also be affected.

You can also unmark a sender's spam status. Just click on the Spam in the header and choose the document. You can now click on the "Remove from spam list" in action menu.

## **Set receiving faxes**

If you want to see your fax numbers or you want to buy one, you have to click on the menu "Window" and on the "Fax numbers".

By creating a new fax number you have to select your country (if you are registered by FAX.de and your country is supported, then this step is omitted), then your city. If you are using FreeFax mode then you have to also enter your email.

There are countries for which we need a proof of your residence. You have to then send us a proof as soon as possible, for example a copy of your invoice with your address.

The fax number is valid for a one year, you can of course that number extend before the end of that year.

## **More functions**

If you click on the "Window" menu you can find there more functions.



### **Account (registered clients)**

You can view here your current account balance with FAX.de. This account balance is updated in our systems at certain intervals, so it is possible that a recently sent fax is not immediately visible in your account balance.

This account balance page allows you also to refill your account at any time.

### **Profile (registered clients)**

You can change here your address or contact.

## **Preferences**

If you click on the “FreeFax” menu, you find there Preferences.

Account-Nr.:

Password:

Faxinbox checking frequency

5 minutes

Register

Send me password

Change password

Logout

Recipient: Prefix  Sufix

Subject: Prefix  Sufix

Fax sender:  Restore fax pages

Fax header:

Save

Account-Nr.:

Password:

Faxinbox checking frequency

5 minutes

Register

Send me password

Change password

Account settings

Logout

Recipient: Prefix  Sufix

Subject: Prefix  Sufix

Save

This view shows your FAX.de login information (if you are registered). You can here also register and set many options.

Is it possible to change Prefix and Suffix for recipients or subject. If you have, for example `</faxnr:+4940645645>`, in your document, the app cut this off and the number +4940645645 will be used.

### For registered clients:

If you are registered by FAX.de, you can here set the frequency of checking incoming faxes. By default it is set to 5 minutes and it means, that the app checks every 5 minutes if there is any new fax. The app must be opened.

Under account settings various send and receive options can be set. Each option is explained in the view. You can suppress your fax letterhead, for example or set up automatic refills for your account (only for registered users by FAX.de with credit card, debit or PayPal).

