



## Eliminate Costs, the Bulky Fax Machine, and Paper.



**Never again miss a fax on a shared fax machine; have all your faxes confidentially delivered directly to your email; store and manage the documents via electronic file saving – do all this with the NGT Digital Voice Desktop Fax Service.**

### Fax-to-Email BENEFITS

#### Reasons to use online fax capabilities:

- **Affordability.** Less expensive than traditional fax machines.
- **Security.** Messages only viewed by recipient. No delivery at public fax machine.
- **Reliability.** Service is always “on.” Receive confirmation and tracking.
- **Availability.** Works anywhere with any device that has an Internet connection and an email application. Use a desktop, laptop, cell phone, or even a PDA.
- **Flexibility.** Documents are stored electronically – similar to any other file on your computer. Print hard copies whenever needed.

### No software, no paper, just easy

NGT offers a reliable IP fax solution with very attractive rates and features. You can access the service through a simple and easy-to-use web browser. Instead of using a fax machine, you can send and receive faxes using your computer and your favorite email client. The most popular email client software can be used, such as Microsoft® Office® and IBM® Lotus Notes®. Integration of desktop fax with these email clients is seamless and transparent to end users, with no additional software or hardware required.

### How does it work?

To send a fax, our service converts your email attachments into fax documents and delivers them to the recipient’s fax machine. To receive a fax, the sender faxes the document to your personal fax number, where it is converted into an email attachment and delivered to your email inbox.

#### • Receiving an Online Fax (fax to email)

When someone sends you a fax to your Desktop Fax number, the fax gets converted to a PDF or TIFF image (fax to email) and the image is sent as an attachment to your email. Just double-click on the attachment to view the fax. And, because the fax is now an electronic document, you can read it, print it, forward it like an email, store it in your computer, or delete it.

#### • Sending an Online Fax (email to fax)

The fax-to-email, solution uses your existing email client to send documents to a recipient as a fax. Simply use the same process as sending an email with an attachment. In the 'To' field, enter the destination fax number(s) followed by the @faxsupportcenter.com extension.

The email message goes to faxsupportcenter.com, where it's processed. The processing includes identifying attachment types included in the email, processing the attachments through the appropriate translator, and rasterizing attached documents to a fax-compatible graphic image. When processing completes, the fax is transmitted to a fax machine.

You can even include a note or a cover page with your fax. Simply type your message in the body of your email. This can even be the fax itself – without having to attach an additional document.

## Group Faxing

With group faxing, a group of users may be given access to a Desktop Fax Account. Alternately, you may elect to purchase additional fax accounts for use by one or more groups or individual users. Access to the fax account is based on the email address. For example, with an email address like [sales@company.com](mailto:sales@company.com), all participants in the "sales" distribution would receive the fax in their email.

### Features of NGT's Desktop Fax Service

- A Local or Toll-Free Telephone Number
- Option to Port Over Existing Fax Number
- 24x7 Customer Support
- Pages Allocated However You Choose – Inbound and/or Outbound
- Privacy – Faxes Received in Personal Email Inbox
- Electronic Filing System for Faxes
- Schedule Delivery – Send Fax Now or Set for Later Time/Date
- 30-Day Archive System
- Caller ID
- Spam Blocker
- Always On, Even When Email is Off
- Broadcast to Multiple Recipients
- Send Multiple Documents at Once
- Works with Any Fax Machine Globally
- Add Cover Page – Personalize as Desired
- Online Account Management
- Delivery Confirmation

### NGT Digital Voice Desktop Fax Pricing

Item	Pages Included Per Month	One-Time Charge	Monthly Charge	Usage Charge
Desktop Fax 15	15	\$10.00	\$4.95/month	\$.20 for each additional page*
Desktop Fax 350	350	\$10.00	\$9.95/month	\$.15 for each additional page*

\*International fax pages are also charged a per minute rate based on NGT's current international and domestic fax termination rate tables.

**The NGT Digital Voice Desktop Fax Service is an excellent service to save money, simplify your business, and accomplish more.**



To have an NGT Digital Voice Partner contact you, please register at [www.ngt.com/digitalvoice](http://www.ngt.com/digitalvoice).