



# ESI Virtual Fax Service

for ESI eCloud PBX™ users

**ESI Virtual Fax** is a modern solution to the dilemma of faxing in an increasingly electronic world. It provides faxing service without the use of a physical fax machine. Virtual Fax allows people to receive faxes and have them delivered directly to their email inbox or distribution lists inbox. It also allows for electronic documents to be uploaded to an online fax portal, in addition to sending emails to the fax server, which converts and securely sends the documents to the required fax number. Incoming faxes will be sent as electronic attachments to the selected email address.

## Hosted Virtual Fax Services

ESI's hosted virtual fax services can be encrypted to ensure all faxes are secure, assisting end-users with their security requirements, such as HIPAA. Email-to-Fax, Fax-to-Email, PC-to-Fax, Web-to-Fax, and Fax-to-Fax are all TLS-encrypted. For end-users without TLS-enabled mail services, SSL fax is available, which enables end-users to securely download any fax they receive via the portal.

## Why should you switch to ESI Virtual Fax?

- **Lower Cost of Ownership**
  - No fax machine, no ink and paper to purchase, no equipment repair and maintenance.
- **Location Flexibility**
  - Receive faxes from anywhere in the world. Analog faxes can be sent to a Virtual fax location (requires internet service). Since incoming faxes go straight to email inboxes it enables immediate access to any important documents. The same goes for sending faxes by simply uploading the electronic documents to the online fax portal.
- **Convenience**
  - No more waiting by the fax machine for it to print or send. Receive and send faxes from anywhere. Incoming faxes are delivered to a single inbox, multiple inboxes, or distribution lists and outgoing faxes are uploaded electronically and sent to individuals and/or distribution lists.
- **Go Green**
  - Virtual Fax sends incoming faxes to email inboxes, so there's no need for printing documents unless there is a need for a physical copy.
- **Greater Security**
  - Virtual Fax is more secure than traditional fax since documents with sensitive information will never sit out in the open on the fax machine. Files are encrypted and will only be accessible by whoever has access to the chosen email address or by logging in with a password to the fax portal.
- **Easy Record-keeping**
  - Storing faxes is easier with Virtual Fax since faxes can be electronically sorted and filed directly from an email. A log of incoming and outgoing faxes can be viewed on the fax portal.

**ESI Email-to-Fax** enables users to send faxes to fax machines or online fax numbers right from their email client (or server).

This has a number of benefits over traditional email services, including:

- Sending fax documents via email directly to a fax machine or online portal.
- Achieving better legal authenticity through timestamps and accurate date certification.
- Accessing all fax files sent via a management portal.

In other words, **Email-to-Fax** is like sending a regular email, except the recipient will get the email on their fax machine or online fax dashboard.

## Considering switching to Virtual Fax or Email-to-Fax?

If you think your business could benefit from our services that will enable you to maintain faxing functionality while freeing yourself from the physical resource burdens that traditional faxing entails, please contact the ESI Sales Team at (855) 213-4374.