

See full product details at www.virtualofficeservices.com.au/services

INFORMATION ABOUT THIS SERVICE

Description

Fax to Email is a virtual fax service that allows you to receive documents without the need for a fax machine. Fax messages are emailed to you in PDF or TIFF file format.

A fax to email service can be added to any 13, 1300, and 1800 number. Simply use the provided dedicated local number as a redirection point for your service. A 1 page document takes about 1 minute to transmit. Typically, a 10 page document will take 5 minutes or less.

Minimum term

There is no minimum contract term for this service.

Inclusions

Dedicated local number

We allocate a unique local phone number for each service which can be used as an answerpoint for a 13, 1300 or 1800 phone number. This is an internal system number which is subject to change and remains the property of Virtual Office Services.

Email to Fax

Our Email to Fax service lets you send faxes online by attaching a document to a provided email with the recipient's fax number. You will receive a notification for every successful transmission. Email to Fax is not available as a standalone service.

Qualifications

To receive email notifications you will need an active email address.

INFORMATION ABOUT PRICING

All prices exclude GST.

Minimum monthly charge

Minimum monthly charges vary, depending on the selected plan.

PLAN	MINIMUM MONTHLY CHARGE
FAX GROW	\$10
FAX PRO	\$29

Early termination charge

No early termination charges apply to this service, but we require 30 days advance written notice of cancellation.

Included minutes and setup charges

Email to Fax

MINIMUM MONTHLY CHARGE	EACH OUTGOING FAX **
\$0	25c

***Outgoing faxes are quoted on a per-minute rate and charged pro-rata in 1-second increments.

Fax to Email

PLAN	INCLUDED MINUTES	EXCESS*	ONE-TIME SETUP CHARGE
FAX GROW	1000 per month	15c	\$10
FAX PRO	5000 per month		

*Transmissions received that exceed the number of minutes included in the plan are quoted on a per-minute rate and charged pro-rata in 1-second increments.

Plan upgrades and downgrades

Switch plans for the exact same service anytime for free. Upgrades are estimated to take effect on the next business day, and downgrades on the next calendar month.

Changes

Changes to existing services (e.g. changing an email address) may attract additional charges.

Re-sending a fax

Charges apply when re-sending a fax.

Additional charges may apply

Additional fees and charges may apply, refer to our [Fees and Charges](#) schedule.

OTHER INFORMATION

Managing your service, including usage information

Log in to your customer portal at any time to view your services, track your usage, access reports, and access your bills.

Enquiries, feedback, technical support, and complaints

Our expert Support team is here to help.

VIRTUAL OFFICE SERVICES CONTACT DETAILS	
Phone	1800 932 679
Web	www.virtualofficeservices.com.au

Please refer to our [Complaint Handling Policy](#).

Telecommunications Industry Ombudsman ("TIO")

This service does not qualify among 'telecommunications services' covered in the Telco Act. As such, this service is not regulated. This means that the TIO has no jurisdiction over the performance of this service and the TIO is not available as a resource for any complaints related to this service.