crexendo® VIP™

Fax Features

With Crexendo® VIP™ you can easily send and receive faxes directly through the Crexendo® VIP™ Portal, your email, or a physical fax machine.



How Crexendo® VIP™ Fax Works

Sending

Once the VIP fax feature is enabled, authorized users can send faxes from your organization using the VIP portal or email. After an authorized user sends a fax, that user will receive periodic fax status emails, such as when the fax is pending and when it is sent successfully. Faxes can also be sent using a regular fax machine.

Receiving

Senders have two ways to send faxes to your organization:

- **Physical Fax Machine:** The sender can use their fax machine and send a fax to your organization's fax number as normal.
- **Email:** A sender can send a fax to you as if they are sending an email.

Incoming faxes are delivered to the email address(es) you designate during system setup (you can have faxes delivered to one or more email addresses). When a fax is received at your fax number, the fax is delivered to all email addresses attached to that fax number. Incoming faxes can be read in the VIP portal or the user's email client. Faxes can also be received using a regular fax machine.

Crexendo® VIP™ Fax Features

- Send and receive faxes through the Crexendo® VIP™ portal, email, or a regular fax machine
- Designate authorized users to send faxes from your organization
- Authorized users can receive fax status email notifications
- Send and receive faxes that are HIPAA complaint
- Route faxes received at your fax number to one or more email addresses

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