

Campaign Sequence - Fax

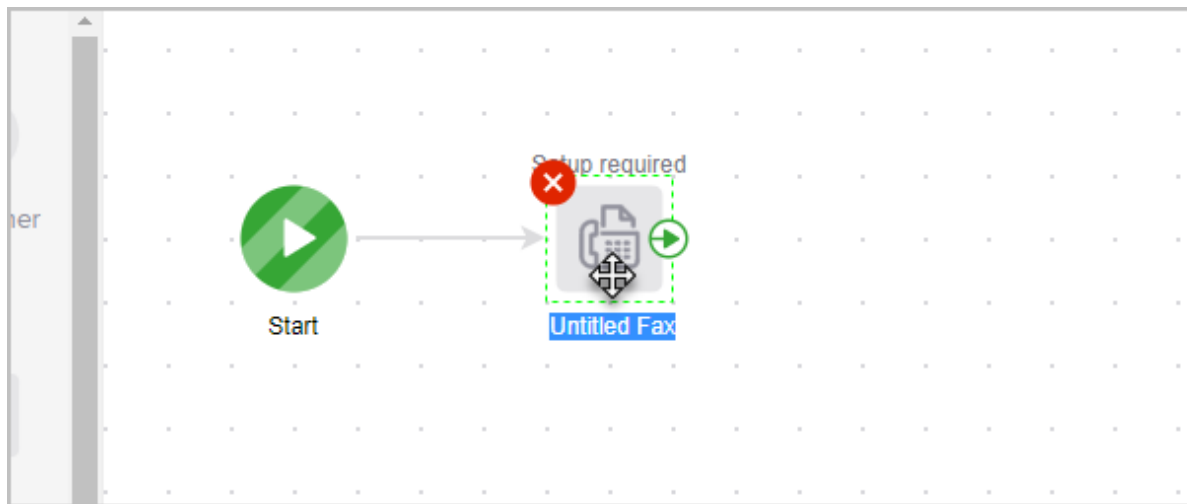
Follow the steps below to add a fax communication as part of a campaign sequence.

Important Note! Using a fax may result in extra charges. Please note that in the snippet the cost of using the Fax snippet will be displayed.

1. Drag a Fax communication snippet onto the canvas



2. Double-click the fax snippet to configure the settings



3. Upload the file(s) to send out as a fax

Please Note: Merge fields are not available for fax communications!

4. Read the Billing & Legal information and check the boxes, if agreeable

Files to Send

File 1	Company: DFY Event Follow-Up ▼	Preview	Upload File
File 2	Please select a file ▼	Preview	Upload File
File 3	Please select a file ▼	Preview	Upload File

Billing & Legal

I understand that Fax sending costs \$0.12/page.

I have read and agree to the [Acceptable Use Policy](#)

5. (Optional) Send a test to a user in the system
 6. When complete change the status from Draft to Ready
 7. Click **Back to Campaign** and publish your changes
-