

HOW TO SEND A FAX ONLINE

Faxzero.com – myFax.com – eFax.com – or Google other free services



HOW IT WORKS

1. Customers can Fill out online forms, letters, applications, etc.
2. Print completed forms, letters, applications at PrintSpot printers
3. Add Signature if needed to print outs
4. Scan and save as PDF at UTSA Libraries KIC Scanner
5. Email to themselves and download to computer desktop PDF
6. Then open web browser and type in URL Address: **Faxzero.com** or **eFax.com** or **myFax.com**
7. Follow free faxing online pages instructions

