

Loading Funds into your Wallet

In order to process a purchase and payment you will first need to be logged in to your registered Fax2email / Email2fax account.

❖ [Follow the steps below to Load funds in your Wallet](#)



1. Enter your login passport and password in required field and click on Login

Login

[Lost your login details](#)

Passport

Password

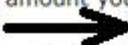
[Log In](#)

2. Please wait for next screen to load.
3. This screen will display your current wallet balance.
4. To load additional funds into your wallet please click on the Load more funds button.

	Your wallet(Email2fax) balance is	R	Load more funds
	Fax2mail number is	2711507	New or renew 011 number
	Number status	None(2013-10-24 09:49:52)	
	Total minutes generated		
	Name	<input type="text"/>	
Surname	<input type="text"/>		
Email(Main)	<input type="text"/>		
	Must contain only one valid email address (Can't be empty)		
	Save Changes		

5. Enter your preferred amount (Excluding Vat)

Enter the amount you wish to load into your wallet below (min is R 50)

 R + 14% VAT

The total amount will be 50 + 14% VAT (50+7=R 57.00)

- 6. The system will automatically calculate the VAT and add it to your total once you select to continue.**
- 7. On the next screen please complete or update your billing information as this information will be displayed on your Tax invoice and cannot be changed once the invoice has been created. When you are satisfied with the details and the Total amount click on Save & Continue.**

Amount to be paid is R627.00 (R550.00 + 14% = R627.00).

Please make sure the below details are correct and complete
(will be used on your tax invoice)

First Name :

Last Name :

Address Line 1 :

Address Line 2 :

City :

State :

Country :

Zip Code :

Company Name :

VAT Num :



8. Please select your preferred payment method :

Amount to be paid is R57.00 (R50.00 + 14% = R57.00).
Please select your method of payment below.

 <p>Generate an invoice.</p> <p><input type="button" value="Generate invoice"/></p> <p>This method of payment will allocate your funds to your account on the next business day after the funds show with the correct FX number on our bank statement.</p>	<p>Online payment using PayFast.</p> <p><input type="button" value="Enter PayFast"/></p>  <p>This method of payment is near instant and the funds are allocated as soon as the PayFast payment process is completed.</p>
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Either Generate a Tax Invoice or select payment through Payfast.

First option: Generate tax invoice will provide you with a tax invoice containing our bank details and a unique FX Reference number. When using this option you will need to do a manual EFT or direct bank deposit. These payments will only be allocated to your account during the next business day after the payment reflects in our bank account.

Second option: The Payfast Instant EFT service is connected to all the major South African banks. You will be redirected through Payfast to your normal online banking site and back again. All Payfast payments will reflect in your wallet immediately.

(For more information on Payfast please visit the links below)

<https://www.payfast.co.za/s/std/instant-eft>

- 9. Once the payment has been completed and the funds reflect in your wallet you are ready for the final step. You can now use the funds in your wallet for the service you require.**

Please do not hesitate to contact us should you require any further assistance.