## How to notify contacts to expect SecurePackages.

Tom Ervin's Dashboard       SEND NOW         CHECK INBOX       CHECK INBOX         VIEW OUTBOX       VIEW OUTBOX         Get Started       Refer a friend       Support & FAQs         Welcome to SenditCertified. Complete these actions for a quick start:		SecurePackag	e SecureVault	SecureSignature	e SecureInbox	Contacts	Options
Get Started       Refer a friend       Support & FAQs         Welcome to SenditCertified. Complete these actions for a quick start:            ✓ Download SenditCertified for Outlook             ✓ Add a new contact	s Dashboa	Ervin's Da	shboard			SEND NOW CHECK INBOX	
Get Started       Refer a friend       Support & FAQs         Welcome to SenditCertified. Complete these actions for a quick start:						VIEW OUTBOX	
Add a new contact Show Me	SenditCertified for C	Download Send	Certified for Outlook				
	w contact	Add a new cont	<u>ct</u>	Show Me			
Vpload files to your SecureVault Show Me	es to your SecureVau	Upload files to y	our SecureVault	Show Me			
Send a SecurePackage Show Me		Send a Secure	ackage	Show Me			
Send a SecureSignature document Show Me	ecurePackage		gnature document	Show Me			
Refer a friend or colleague Show Me	ecurePackage ecureSignature docur	Send a Secures	-				

Click "Contacts" on your Dashboard page.

		👍 Back
My Contacts My Groups		
My Contacts		
(f. Add Nov Contract) (f. Longe	t GMail Contacts	X Delete Selected Contacts
Add New Contact		
Name	Email Address	Action
Name Black, Bill	Email Address Bill.black@choosecarolinas.com	Action

Notice the Contact has been added. To make changes to your contacts click the View/Edit link.

Update Co	ntact
Save Contact	Cancel
First Name:	Bill
Last Name:	Black
Email Address:	bill.black@pdsteam.com
Cell Phone: 0	Country Code United States
Land Line:	Country Code United States
Access Code:	
Notes	
	(Maxim characters: 250)
Save Contact	Cancel

Click the "Re-Send Advisory" and login to your inbox used to register your PDS account

<b>SenditCertified</b>	тм
Secure Communication	on Advisory
Bill,	
I use a service called SenditCertified to	securely send important communications including text, files, and voice.
You will be receiving SecurePackage* e The steps for taking delivery of your Se	email alerts from the following address: " <u>SecurePackage@senditcertified.net</u> ". curePackages are provided below.
Tom Ervin tom.ervin@privacydatasystems.com	
Next Steps:	
1) Open the e-mail alert that indicates a	new SecurePackage has been sent to you.
2) Click the provided link in the e-mail al	lert: "Click here to receive SecurePackage!" (full address at bottom of alert)
3) A "Delivery Acceptance" web page wi	ill open for you to confirm your identity, then click "Get SecurePackage".
Note: I may require different levels of au	thentication, including using a shared access code and/or fingerprint verification.
To ensure receipt of your SecurePackage the following recommendations on the pro	e and to better avoid any potential spam filtering, please review ovided link <u>https://www.privacydatasystems.net/whitelist.aspx</u>
*What Is SecurePackage™? An encrypted package for secure communic	cating and collaborating via the exchange of messages, files and cases of virtually any siz
SenditCertified Customer Assurance is a	available if further assistance is required.
Phone: 1-888-957-2999, or	email: support@senditcertified.com
1-704-541-9238 (outside US)	

Forward the email you see above to the Contact you wish to notify.