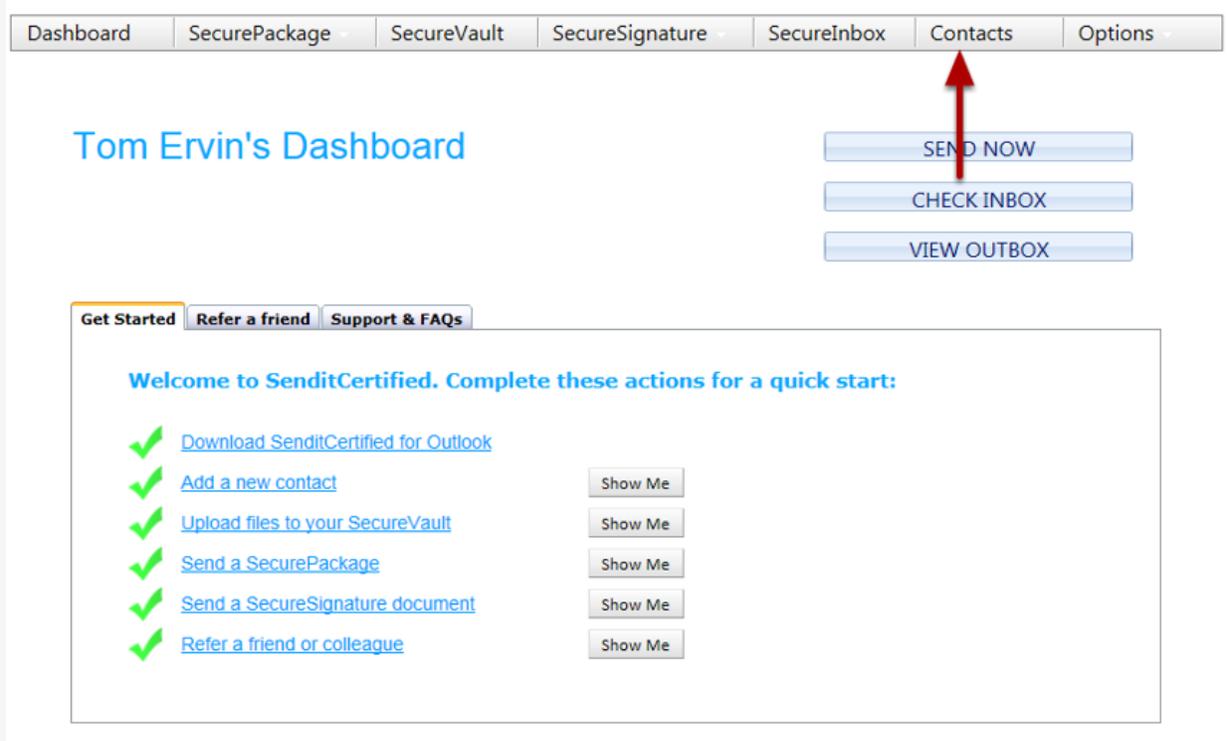
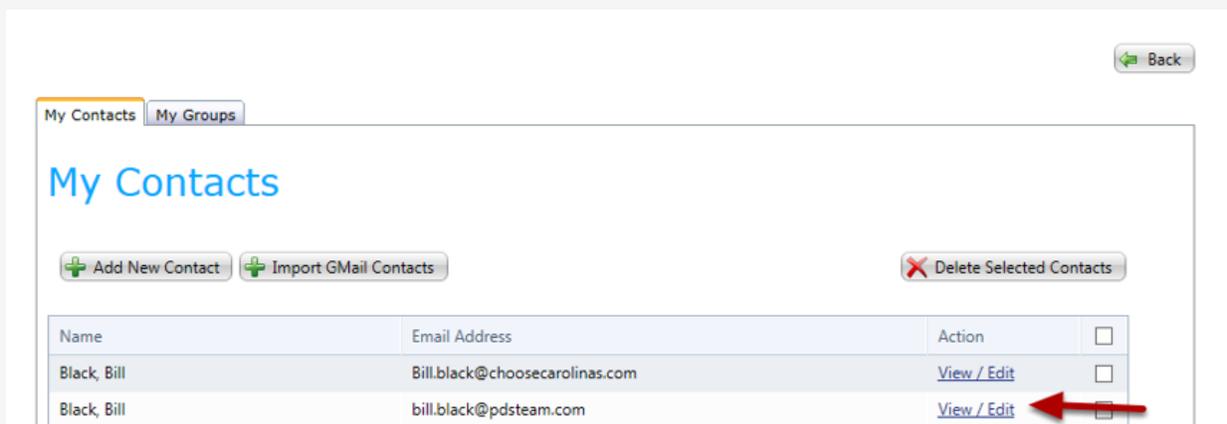


# How to notify contacts to expect SecurePackages.



Click "**Contacts**" on your Dashboard page.



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

## Update Contact

First Name:

Last Name:

Email Address:

Cell Phone:  Country Code:

Land Line:  Country Code:

Access Code:

Notes:

(Maximum characters: 250)

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



## Secure Communication Advisory

Bill,

I use a service called SenditCertified to securely send important communications including text, files, and voice.

You will be receiving SecurePackage\* email alerts from the following address: "[SecurePackage@senditcertified.net](mailto:SecurePackage@senditcertified.net)". The steps for taking delivery of your SecurePackages are provided below.

Tom Ervin  
[tom.ervin@privacydatasystems.com](mailto: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 alert: "Click here to receive SecurePackage!" (full address at bottom of alert)
- 3) A "Delivery Acceptance" web page will open for you to confirm your identity, then click "Get SecurePackage".

**Note:** I may require different levels of authentication, including using a shared access code and/or fingerprint verification.

To ensure receipt of your SecurePackage and to better avoid any potential spam filtering, please review the following recommendations on the provided link <https://www.privacydatasystems.net/whitelist.aspx>

#### \*What Is SecurePackage™?

An encrypted package for secure communicating and collaborating via the exchange of messages, files and cases of virtually any size.

SenditCertified Customer Assurance is available if further assistance is required.

Phone: 1-888-957-2999 or email: [support@senditcertified.com](mailto:support@senditcertified.com)  
1-704-541-9238 (outside US)

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