## How to Set Timezone



→ Log into your SenditCertified account and on the side menu click on the "**Options**" option and then select "**Account Settings**".

T	Sendit Certified		≡					?	0	€	
			Account Settings								
	New Email		Account Datails Contact De	taile Security Setting	e Site Settinge	Secure Inhox Settings	Payment M	ethode			
::	Dashboard		Active Plan Details	Security Setting	s Site Settings	Secure moor Settings	Fayment M	etilous			
0	Secure Package Secure Vault Secure Inbox Contacts		Email Address	Company Nan	Company Name <b>DRT</b>		Subscription				
0			bexzaro123j@yaungshop.com	DRT			Corporate Plan with unlimited secure messaging and 5GB Secure vault feature and many more at 49.95 USD/month				
			Account Start Date	Account Expir	Account Expiry Date		Payment Option				
-			Amount	12/19/2021 (8	kenewai Due ili 88 days)	Monthly					
\$	Options 🖌	`	\$49.95								
Θ	Account Settings Admin Settings Downloads & Tools		Purchase Active Add On Details					hase Add-	<u>On</u>		
							o =		_		
<b>±</b>							ς Β		Ŧ		
€	Logout		Add On Name	Start Date	End Date	Subscribed Qu	antity				
			Add Extra Lloor	Con 12 0001	Oct 10 2021	1					

→ Once on the "Account Settings" page, click on "Contact Details" tab.

The second se	SenditCertified"	≡				?	0	€
		Account Settings						
	New Email	Account Details Contact D	etails Security Settings	Site Settings	Secure Inhox Settings	Payment Methods		
	Dashboard			one connigo	occure index occuringo	- ajinent methodo		
۲	Secure Package 🗸 🗸	Email ID: bexzaro123j@yaungsh	op.com					
0	Secure Vault	Chris	Morris					
2	Secure Inbox	Street Address 1	Street Address 2		Country *			
*	Contacts 🗸 🗸	Address 2	Enter Street Addre	ess 2	United States	Of America		•
\$	Options 🔨	State/County	City		Zip Code *			
Θ	Account Settings	Colorado	✓ Acton		12365			
⊞	Admin Settings	Phone Number *	Time Zone					
Ŧ	Downloads & Tools	+1 9854778999	(UTC-07:00) Mour	ntain Time (US & Canada)			¥	
€	Logout					Save	Changes	s

→ In the "Contact Details" tab you will notice "Time Zone" field, this is where you can select your time zone for tracking ePackages and click on the "Save Changes" button.