



## Configuring RelayFax with Google Apps/Gmail

When a user sends a fax the information they want to fax is wrapped up into an email and sent to a specific account on the email server (i.e. [RelayFax@domain.com](mailto:RelayFax@domain.com)). The RelayFax server retrieves these emails using the POP3 protocol using a default port of 110. Google requires secured connections so extra steps must be taken so that RelayFax can securely “talk” with Google’s email servers. Below are steps on how to configure RelayFax to connect securely using the POP3 protocol over 995 (also known as “POP over SSL”).

1. Open the RelayFax GUI.
2. Click the Tools menu at the top and select “Mail Sources”. You may also double click “Mail Sources” on the left hand side of the RelayFax GUI to access the same options.
3. Fill in the Server, Logon, and Password fields where the server is pop.gmail.com and using your Google Apps/Gmail username and password.
4. Place a check mark beside “Enable this entry”, “Remove downloaded mail from this server”, and “Use SSL/TLS”.
5. Click the Add button.
6. Highlight the entry you just added and click OK.
7. Browse on the hard drive of the RelayFax server and go to the \RelayFax\App\ folder. Typical locations to find the main RelayFax folders are either on the root of C drive or under “Program Files (x86)”.
8. Open the RelayFax.ini file in Notepad.
9. Search the RelayFax.ini file for “PopOut” (minus the quotes) and update the port from 110 to 995.
10. Save the change and restart the RelayFax service.