



# How to buy Egress Email and File Protection subscription licenses online

1. Visit <https://switch.egress.com> and either create a free Egress Account or log into your existing account

**egress**

Please enter your Egress ID (user@domain.com) and password to sign in now.

If you do not have an Egress ID, [create it for free](#). This will only take a minute and will be required **once**.

Egress ID:

Password:

Remember my Egress ID

[Sign In](#)

**New User?**  
Create an Egress account. It's free.

[Forgot Your Password?](#)  
Reset your Egress password.

[What Is Egress?](#)  
Learn more about Egress.

[Why Change To Egress?](#)  
Find out what it means for you.

2. To purchase Egress license subscriptions, select 'Purchase Egress' in the **administration panel** within your account

**egress** Registration jane.doe@egress.com • sign out

**Account Summary**

**My account**

- Account Settings
- Change Password
- Access Settings

**Sent Packages**

**Web Access**

- New Secure Email

**Payment Settings**

**Welcome, Jane Doe!**

[My Account](#)

Egress ID: jane.doe@company.com

User display name: Jane Doe

Previous sign-in: 10 Nov 2018 18:05

[Change settings](#) [Change password](#)

[Payment Settings](#)

Account type: Free account

Account balance: 25.0 credits

[Purchase Egress](#)

**Need Help?**

- [Learn more about the price plans](#)
- [Browse Support Articles](#)
- [Contact Support](#)

**Egress News**

- [Egress joins the Future Fifty programme](#)
- [Egress selected for Microsoft ScaleUp program](#)
- [Egress expands executive team to accelerate growth](#)
- [Service update - December 2017](#)
- [Egress named winner in the 2017 'Technology Fast 500 EMEA'](#)

**Downloads**

- [Download Egress Client 5.14](#)

**Purchase Egress**

3. Select whether you would like to purchase 1-9 users or 10+ users

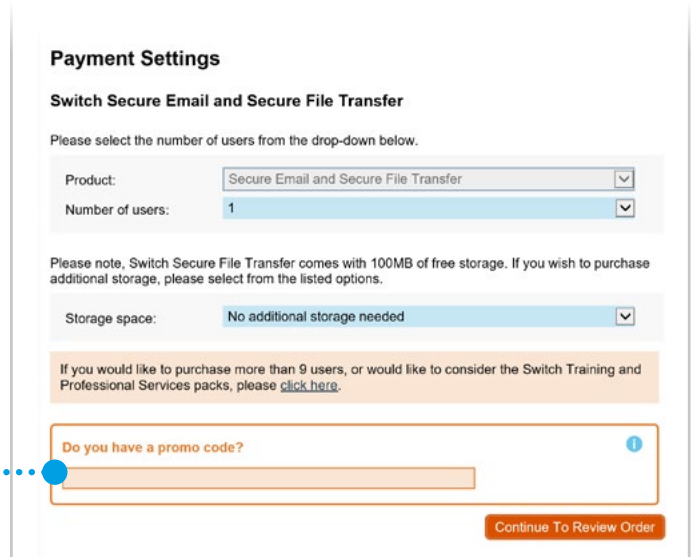
**1 - 9 Users**

**10 Users and over**

## Option 1: To purchase 1 - 9 users

4. Select the **number of users** you require and add any additional storage (you get 100MB storage free with your Egress subscriptions)

5. You can also enter a promotion code if appropriate



**Payment Settings**

**Switch Secure Email and Secure File Transfer**

Please select the number of users from the drop-down below.

Product:

Number of users:

Please note, Switch Secure File Transfer comes with 100MB of free storage. If you wish to purchase additional storage, please select from the listed options.

Storage space:

If you would like to purchase more than 9 users, or would like to consider the Switch Training and Professional Services packs, please [click here](#).

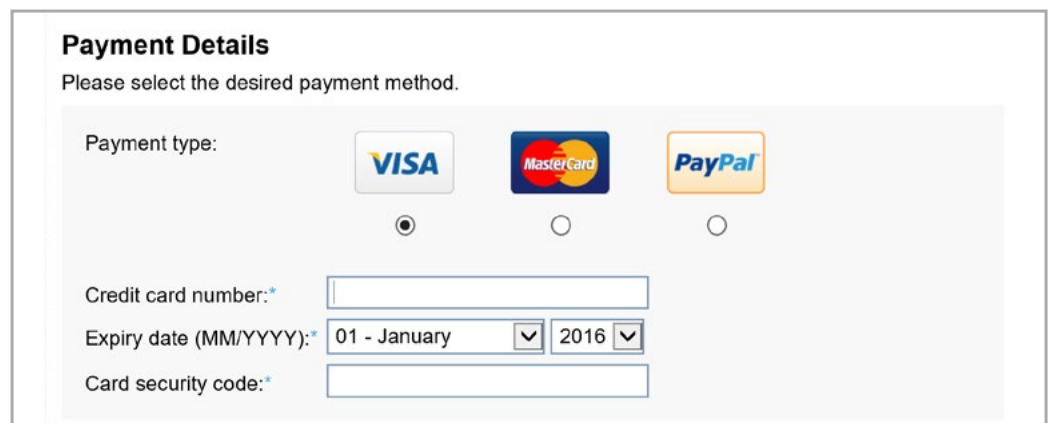
Do you have a promo code?

[Continue To Review Order](#)

6. Next 'Continue To Review Order'




7. If you have purchased more than 1 user, you will need to enter your company details and then select 'Continue To Payment Selection'

8. Enter your payment details (you can purchase using Visa, Mastercard or PayPal)



**Payment Details**

Please select the desired payment method.

Payment type:      

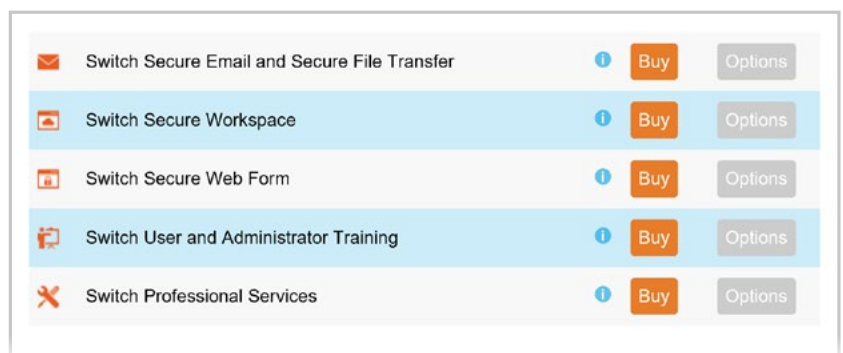
Credit card number:\*











Expiry date (MM/YYYY):\*

Card security code:\*

## Option 2: To purchase a 10 or 25 user Business Pack

9. Select the **'Buy'** button alongside the product line you require



	Switch Secure Email and Secure File Transfer		<a href="#">Buy</a>	<a href="#">Options</a>
	Switch Secure Workspace		<a href="#">Buy</a>	<a href="#">Options</a>
	Switch Secure Web Form		<a href="#">Buy</a>	<a href="#">Options</a>
	Switch User and Administrator Training		<a href="#">Buy</a>	<a href="#">Options</a>
	Switch Professional Services		<a href="#">Buy</a>	<a href="#">Options</a>

10. Please note, when purchasing Egress Email and File Protection, the standard option is 'Egress Email and File Protection' from the drop down menu. If you require a gateway or integration with Office 365 or gmail, [please contact us](#)



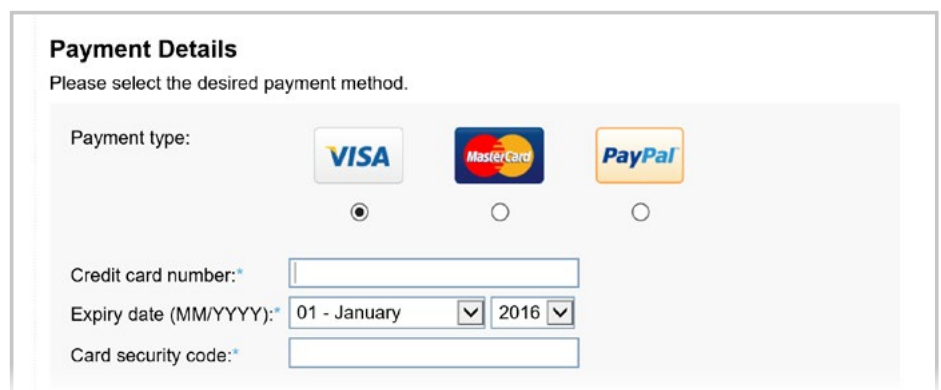
11. The next step is to select if you require a 10 or 25 user pack. You can also add additional storage if required (you get 10GB of free storage)



12. Fill in your company details and VAT ID if appropriate

13. You can then review your order details. If you are happy then select 'Continue To Payment Selection'

14. Finally, you must enter your payment details (you can purchase using Visa, Mastercard or PayPal)



15. Following your purchase, you will receive a **confirmation email and link to your receipt**. You will be able to access your invoices on the left-hand side of the administration panel when logged into your Egress Account

## Learn more about Egress Email and File Protection

Visit [www.egress.com/online-tutorials](http://www.egress.com/online-tutorials) for video tutorials on using Egress Email and File Protection, including how to:

- Access a secure message
- Manage your messages and control access to them in real time
- Send large files securely
- Approve or deny access requests to secure messages

## Technical support

Should you encounter any problems using Egress Email and File Protection or have any technical questions, please contact Egress Support at [www.egress.com/support](http://www.egress.com/support).



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