



## Remotely Accessing & Sending Email

John C. - 2019-01-17 - Email

Below are the general settings that any email program will need in order for you to send and receive email:

### Incoming Mail Server Settings:

Server Type: POP3 or IMAP

Hostname: [your\\_domain.com](#)

Port: POP3: 110; IMAP: 143

Encryption: STARTTLS

Username: Your account username (or POP Box name if you have multiple POP boxes)

Password: Your account password (or POP Box password)

### Outgoing Mail Server Settings:

Hostname: [your\\_domain.com](#)

Port: 26

Encryption: STARTTLS

Username: Same as incoming

Password: Same as incoming

**Note:** Some mail applications indicate that a username / password are optional for outgoing mail servers. Our service **requires** that a username and password be set in order for outgoing mail to work properly.

We highly recommend configuring your main home/office computer to run using POP3 and configured to remove messages from the server 14 days after it has been downloaded. This will help to ensure your inbox stays clean and prevent any potential issues with your email quota.

Some email clients may show error messages related to an invalid / incorrect SSL certificate when attempting to connect using your domain name. This is due to the mail server running under the server's hostname, rather than your hosting account's hostname. These errors can be resolved by entering the server's hostname which can be found in the welcome email you received. If you are unable to find the server's hostname, please contact us and we'll be glad to help you!