

# Secure File Transfer

If you need to send Stannp any address lists, images or other assets you can use our free Secure File Transfer service. Using it is refreshingly simple, just follow the steps below:

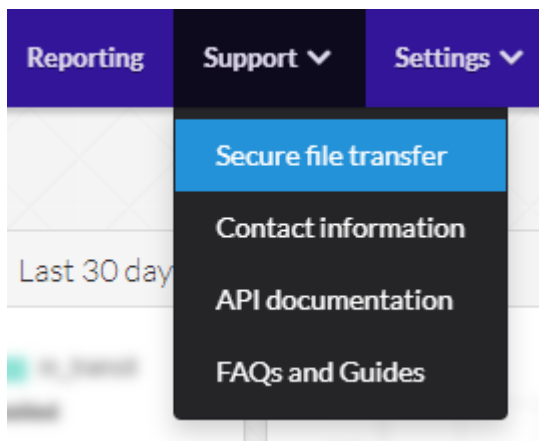
## Login

If you do not already have a Stannp login please sign up with us through our website. Signing up is free and there is no obligation to continue with any purchases. The registration form is found here: <https://dash.stannp.com/register>

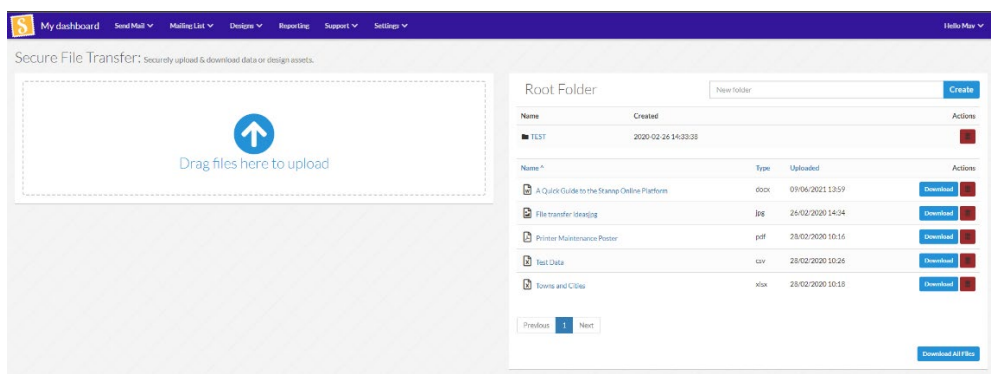
If you do, head to <https://dash.stannp.com/> and login

## Uploading

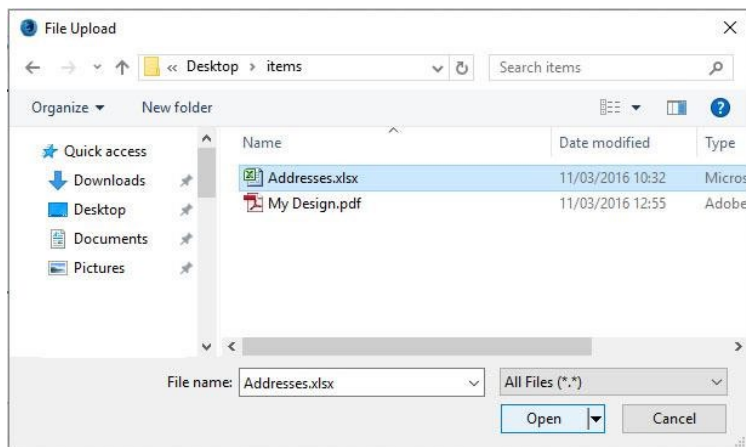
Once signed in, go to: **Support > Secure File Transfer**



You will be presented with the following screen:






Either click on the arrow to browse for your files or drag them into the boxed area.



Upload can take anything from a few seconds to a couple of minutes depending on the size of the file. A green progress bar will show how long it has left.

## Download

Once your items are uploaded you will see them displayed in a list like below. To delete them click the bin icon or, if you need them again yourself, click on the download button.

Name	Uploaded	Actions
 My Design.pdf	2016-03-11 13:27:59	<a href="#">DOWNLOAD</a> 
 Addresses.xlsx	2016-03-11 13:27:02	<a href="#">DOWNLOAD</a> 

Notice that when you click on the name of one of your uploaded items it will bring up an access log. This tells you which users have uploaded or downloaded files and can be very useful if you are working as part of a team sharing different assets for the same project.



# Stannp.com

The Direct Mail Platform



## My Design.pdf

[DOWNLOAD](#)[DELETE](#)

### Access Log

Action	User	Timestamp
DOWNLOADED	nick@stannp.com	2016-03-11 13:44:04
UPLOADED	nick@stannp.com	2016-03-11 13:27:59

## Security

We consider your file security of upmost importance. With this in mind we have made sure that all files are transferred through our secure gateway where only you or the Stannp team have access. Needless to say your data is for your own personal use and we would never use it for marketing or any other purpose except to fulfil your immediate mailing requests.

[www.stannp.com](http://www.stannp.com)



# Stannp.com



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ICO Data Protection Reference: ZA134992