How to Scan & Email Using Notes App on Iphone:

We REQUIRE Vacation Rental Agreement Contract to be signed and all guests listed and it RETURNED with ID pictures via email.

Did you know you can scan a document and email it right back from your iPhone?

1. Open the NOTES app.
2. Create a New Note by tapping the square with a pen icon in bottom right corner.
3. At the bottom of the Note you will see a camera icon. Tap the Camera icon.
4. The first option is Scan a Document (or you can Take Photo or Video). Tap on Scan Document.
5. Scan each page. After each page, Click KEEP SCAN. Then it will say READY FOR NEXT SCAN.
6. Scan each page of the document and all guest IDs (or they can text them to me.)
7. When finished choose SAVE.
8. Click on the EMAIL/SEND ICON on the top right that has a square with an arrow up.
9. Choose MAIL
10. Enter my email address in the TO section. Email: hideawayinhindes@gmail.com
11. Click on SEND (arrow up button) to send it.