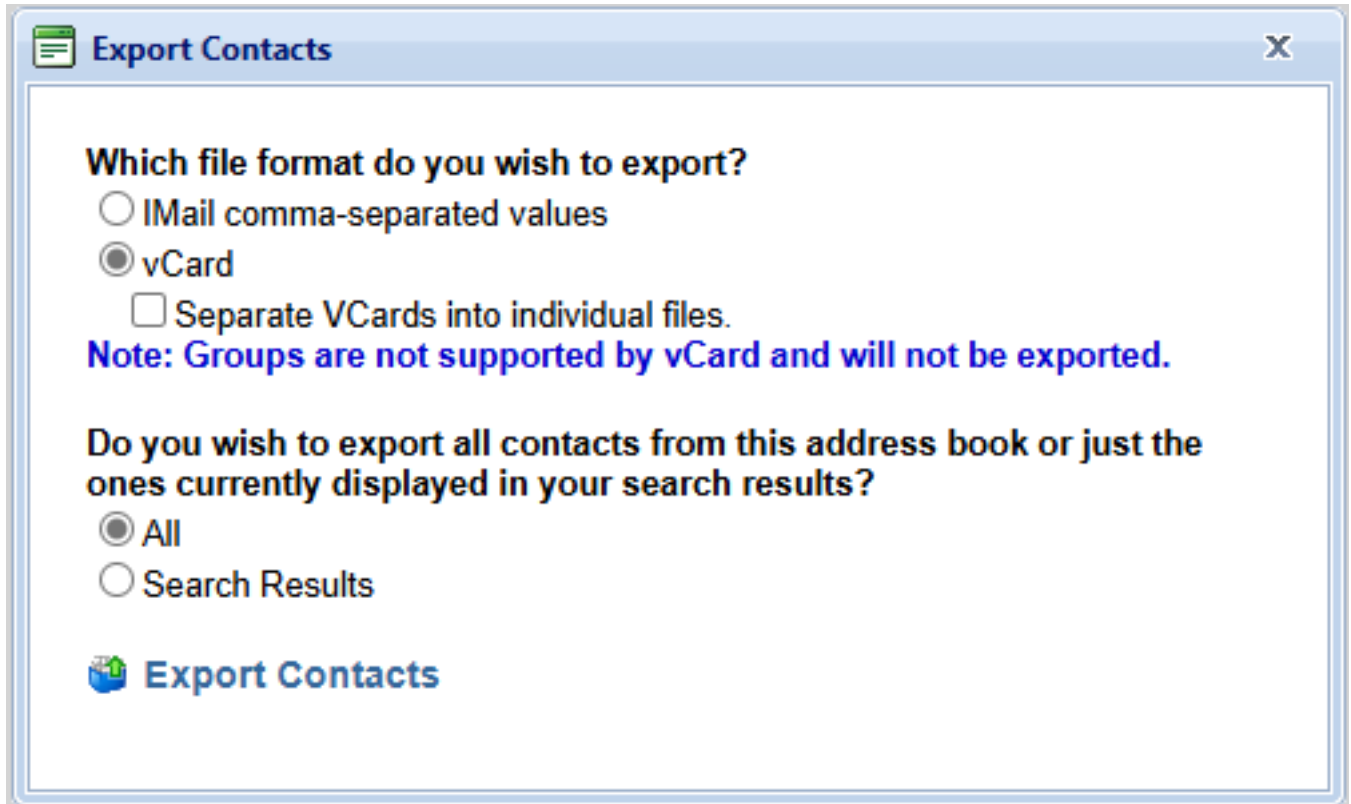# Email

How to Export Your Contacts from IMAIL webmail to SurgeMail

- Log into your IMAIL webmail account.
- Click on the **Contacts** or **Address Book** icon in the left navigation pane.
- Look for an **Export Contacts** option, found in the main toolbar.
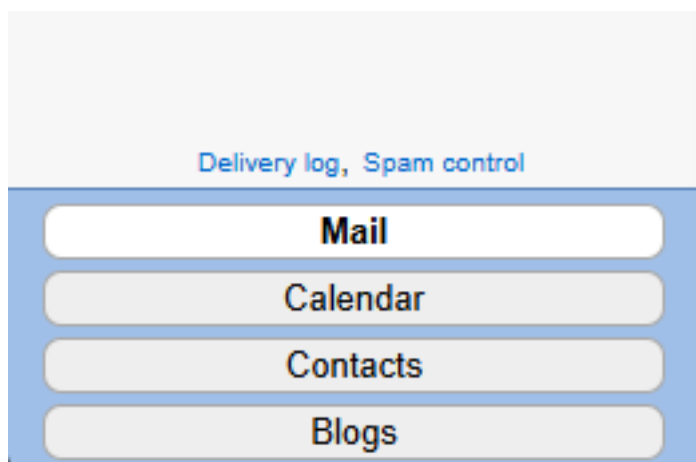- Choose the format for exporting (vCard).

- Click **Export Contacts**.
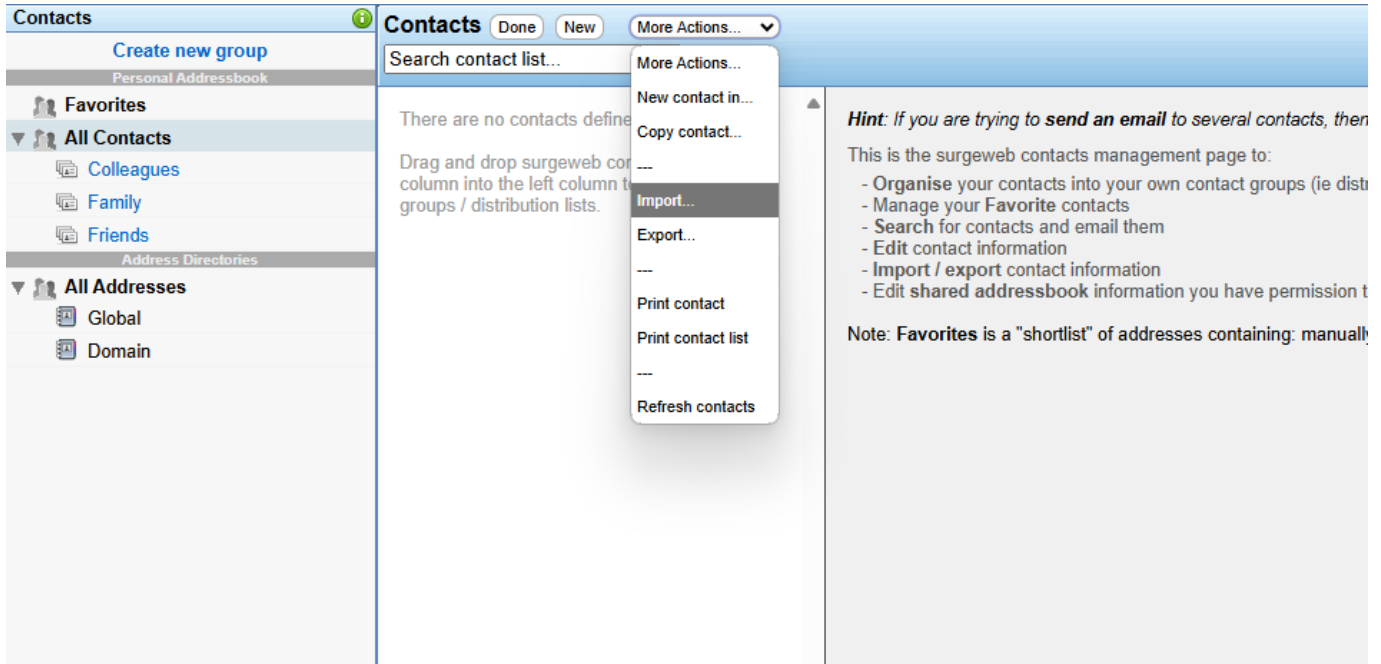- Follow the prompts to download your contacts file to your computer and make note of where the .VCF file was saved.

Then...

After the migration date to the new email system on December 10th, 2024, login and choose Contacts in the lower left of the page:

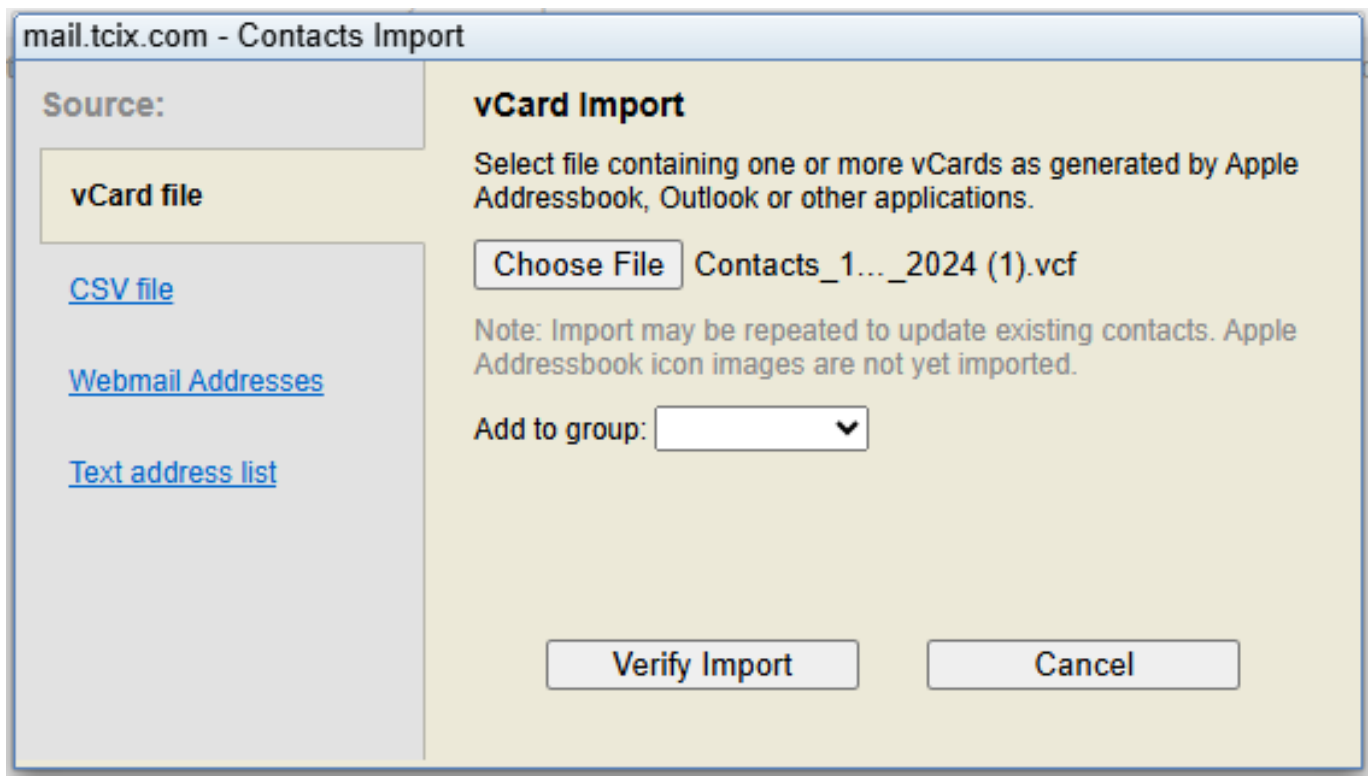

Now, choose the **More Actions** drop-down and select **Import**:

Select vCard file from the left and choose the file you previously exported from IMail.

Now choose Verify Import, and then Apply Import. The contacts migration has now been completed.

Unique solution ID: #1009
Author: Meganet Support
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