

Importing Your Crocker.com Email into Gmail

This guide walks you through transferring your existing Crocker.com email (@crocker.com) into a new Gmail account using Gmail's built-in Import mail and contacts tool.

The import runs as a one-time transfer. Your Crocker.com login is used only to retrieve your messages and is deleted after the import finishes. Your original Crocker.com mailbox is left untouched - nothing will be deleted.

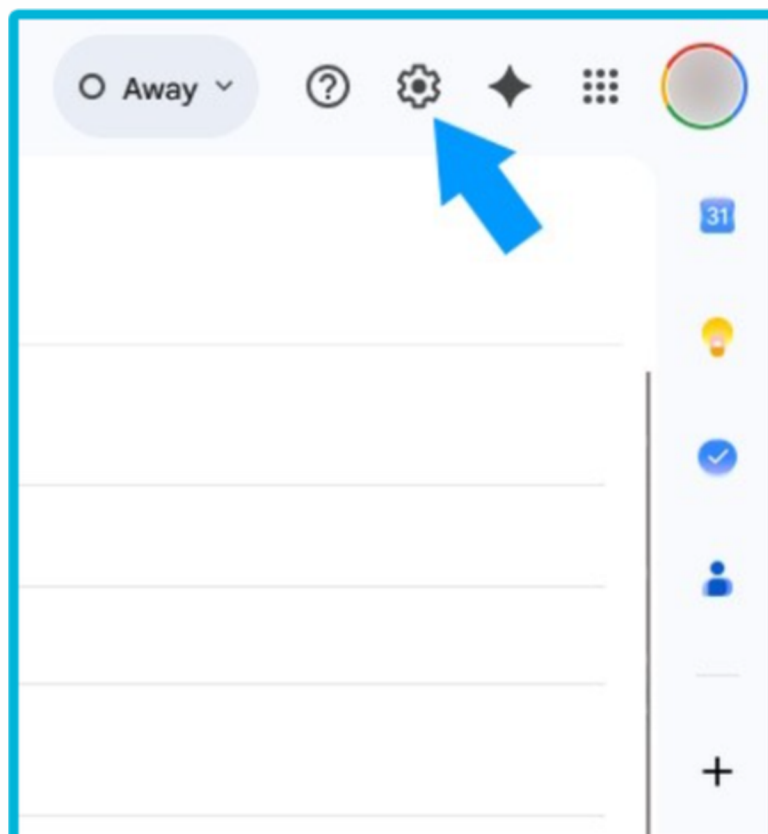
Before you begin, please have ready:

- Your full Crocker.com email address (for example, yourname@crocker.com)
- The password you currently use to sign in to your Crocker.com email

STEP 1: Open Gmail Settings

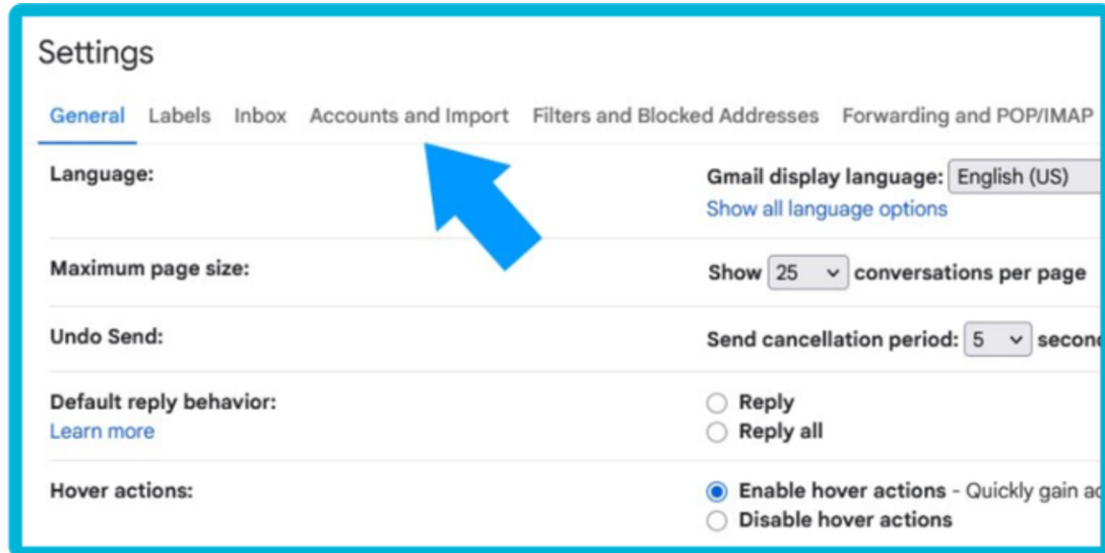
Sign in to Gmail.

In the top-right corner, click the **gear icon**, then click **See all settings**.



STEP 2: Go to Accounts and Import

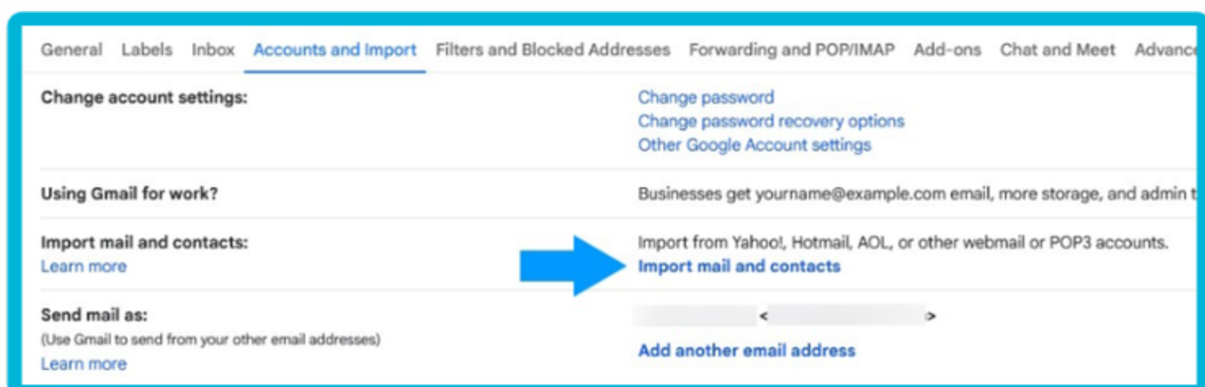
From the menu across the top of the **Settings** page, click the **Accounts and Import** tab.



STEP 3: Start the Import

Find the row labeled **Import mail and contacts** and click the **Import mail and contacts** link.

A small sign-in window will open.





STEP 4: Enter Your Crocker.com Email Address

In the window that opens, type your full Crocker.com email address (for example, yourname@crocker.com) and click **Continue**.

Step 1: Sign into your other email account

What account do you want to import from?

@crocker.com

For example: name@example.com

ContinueCancel



STEP 5: Enter Your Password and POP Server Details

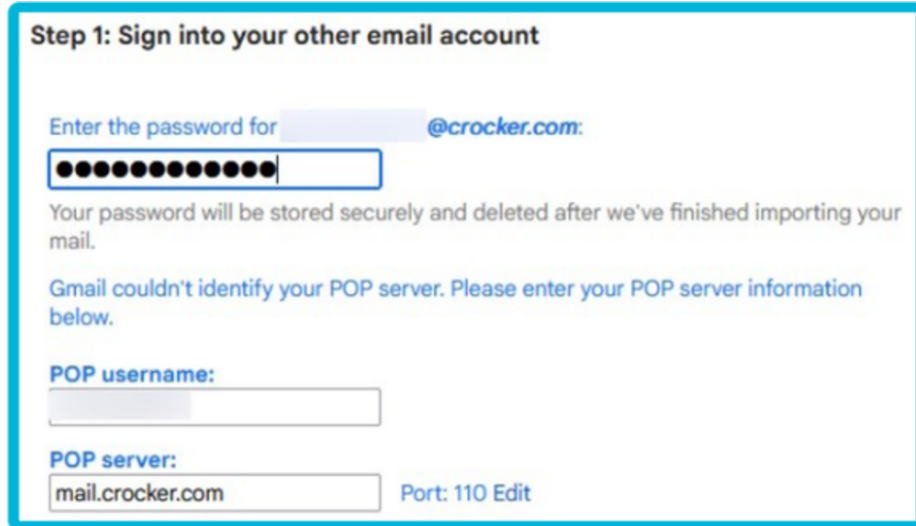
Enter the password you use for your Crocker.com email. Gmail will then ask for your POP server information - fill in the POP server details as shown below:

Field	Value
Password	Your current Crocker password
POP Username	Your username without @crocker.com (for example, yourname)
POP Server	mail.crocker.com
Port	Leave as shown (110)



 STEP 5: Enter Your Password and POP Server Details (cont.)

Click **Continue**.



Step 1: Sign into your other email account

Enter the password for @crocker.com:

Your password will be stored securely and deleted after we've finished importing your mail.

Gmail couldn't identify your POP server. Please enter your POP server information below.

POP username:

POP server:
 Port: 110 [Edit](#)

Your password is stored securely and deleted after the import finishes.

 STEP 6: Choose Your Import Options

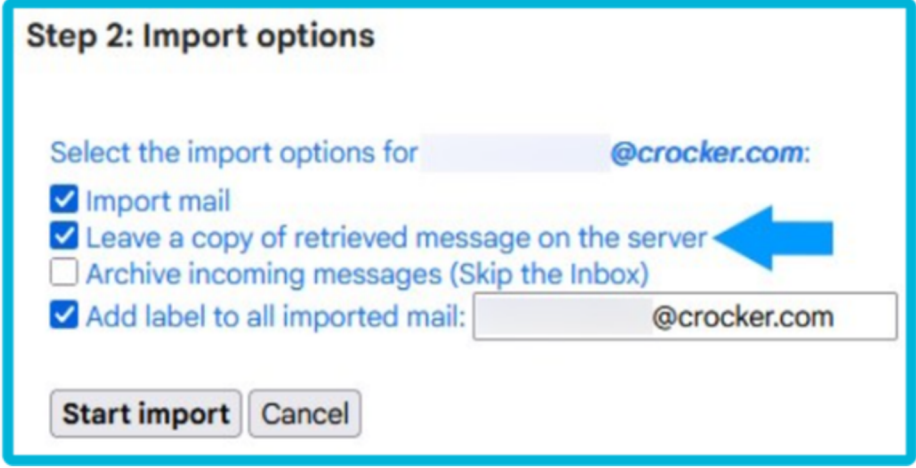
On the **Import options** screen:

1. Keep **Import mail** checked.
2. Check **Leave a copy of retrieved message on the server** - this makes sure your original mail stays in your Crocker.com mailbox.
3. Leave **Archive incoming messages (Skip the Inbox)** unchecked.
4. **(Optional)** Keep **Add label to all imported mail** checked. Gmail tags everything it imports (for example, yourname@crocker.com), making it easy to find your transferred mail later.

Click the **Start import** button.

 STEP 6: Choose Your Import Options (cont.)

Click the **Start Import** button.



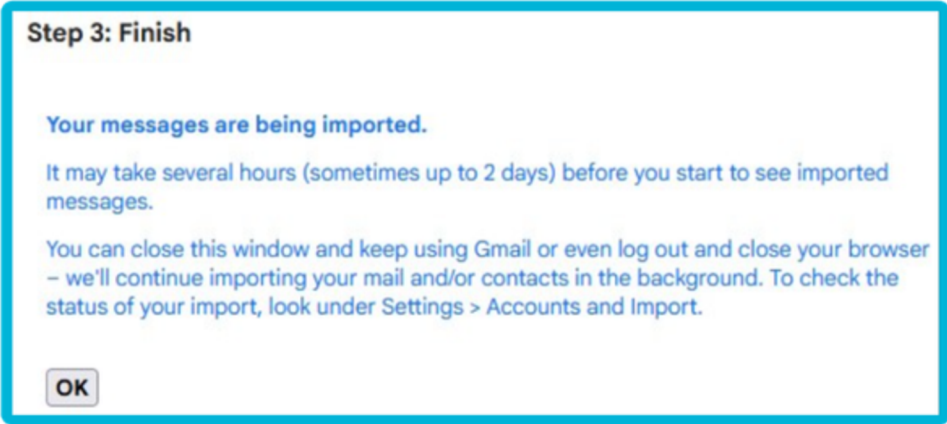
Step 2: Import options

Select the import options for @crocker.com:

- ☒ Import mail
- ☒ Leave a copy of retrieved message on the server 
- ☐ Archive incoming messages (Skip the Inbox)
- ☒ Add label to all imported mail: @crocker.com

 STEP 7: Finish

You'll see a confirmation message that your messages are being imported. The transfer runs in the background on Google's servers, so you can click the **OK** button, keep using Gmail, or even log out and close your browser.



Step 3: Finish

Your messages are being imported.

It may take several hours (sometimes up to 2 days) before you start to see imported messages.

You can close this window and keep using Gmail or even log out and close your browser – we'll continue importing your mail and/or contacts in the background. To check the status of your import, look under Settings > Accounts and Import.

Most imports finish within a few hours. Larger mailboxes can take longer, sometimes up to two days. You can check progress anytime under **Settings → Accounts and Import**.

 Frequently Asked Questions**Will this delete my email from Crocker.com?**

No. With "**Leave a copy of retrieved message on the server**" checked during the import settings, the import only copies your messages into Gmail. Your original Crocker.com mailbox is unchanged.

Does this bring over my contacts too?

No. From a Crocker.com account, Gmail's tool only imports your email messages. Your contacts can be exported separately from Crocker.com webmail and imported into Google Contacts.

How will I know when it's finished?

Check the status anytime under **Settings → Accounts and Import**. The import row shows progress and completion.

Can I close my browser while it runs?

Yes. The import runs on Google's servers, not on your device, so you're free to close the window or shut down your computer.

Contact AccessPlus Support

Call: **877-422-2337**

Email Customer Support: support@getaccessplus.com

Submit Cancellation Request: orders@getaccessplus.com

Support Hours: **8:30am - 4:30pm ET, M-F**