

Voicemail Instructions

To Access Your Mailbox From Your Home Phone:

Dial *97# or your Telephone Number from your home phone. When requested, enter the default PIN of 987654#. Once inside, the systems will prompt you through these steps.

1. To listen to your new messages, Press 1:

- To listen to message again press 1
- To save message press 2
- To return the call now press 5
- To delete message press 7
- To forward the recording press 8
- To forward to your email press 9

2. To listen to your saved messages, Press 2:

- To listen to message again press 1
- To save message press 2
- To return the call now press 5
- To delete message press 7
- To forward the recording press 8
- To forward to your email press 9

3. For Advanced Options, Press 5

- To Record Your Greeting, Press 1
- To Choose Your Greeting, Press 2 (There can be 9 different greetings)
- To Record Your Name, Press 3
- To Change Your PIN, Press 6
- For The Main Menu, Press 0