Voice Mail from NTCNet, A Newport Telephone Company helps you enjoy the most important things in your life—knowing you'll always get your phone messages.

Our Voice Mail guarantees that you won't miss a call—if you are away from home, on the phone, or just don't feel like answering right now.

√   Experience Crystal Clear Clarity!
√   Save Important Messages!
√   Less equipment, taking up space!
√   Safe from power surges!

SIMPLE, CONVENIENT, RELIABLE.

THAT'S VOICE MAIL.

Bundle with other features and receive a discount!

VOICE MAIL USER GUIDE

NTCNET
Innovative Solutions Since 1913

3077 Bridge Street
Newport, New York
13416

Phone: 315.845.8112
E-mail: info@ntcnet.com

SIMPLE ▪ CONVENIENT ▪ RELIABLE

THAT'S VOICE MAIL.

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USING 'NEWPORT TELEPHONE COMPANY' VOICE MAIL

ACCESS YOUR VOICE MAIL

From the phone subscribed to the service:

1. Dial 315.845.MAIL. (315.845.6245)
2. If prompted, enter your PIN and then #.

From a different phone:

1. Dial 315.845.MAIL (315.845.6245).
2. Enter your 10-digit mailbox number.
3. Enter your PIN and then #.

RECORD YOUR GREETING

1. Access your voice mailbox.
2. Press 9 for the mailbox setup menu.
3. Press 1 for greeting options.
4. Press 4 to record your greeting.
5. Record your greeting and then press #.
6. Press 2 to keep your greeting.

CHANGE YOUR PIN

1. Access your voice mailbox
2. Press 9 for the mailbox setup menu.
3. Press 2 to change your password.
4. Enter your new password and then press #.
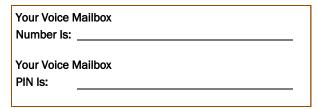5. When prompted to verify the password, enter it again and then press #.

RETRIEVE MESSAGES

1. Access your voice mailbox.
2. *Your first new message may play immediately. If not, press 1 to listen to your messages. You will hear the announcement "You have x new messages and x saved messages."*
3. Press 1 to listen to new messages.
4. Press 2 to listen to saved messages.

WHEN RETRIEVING MESSAGES, YOU CAN:

Press 1   Play the message again
Press 2   Save the message and play the next
Press 3   Delete the message and play the next
Press 4   Save the message as new
Press 5   Reply to the message*
Press 6   Forward the message to another mailbox*
Press 7   Skip backward in the message
Press 8   To pause the message
Press 9   To skip forward in the message

* Voice Mail package must be set to allow this capability.

Your Voice Mailbox
Number Is: _____

Your Voice Mailbox
PIN Is: _____

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