

Your Voice Mail Access Number

Chatom, Deer Park & Fruitdale
847-6683

Frankville, Millry, Silas
846-6683

Gilberttown
843-6683

Your telephone set will alert you when you have messages waiting. When you lift the handset, you will hear a series of beeps instead of your normal dialtone. Simply dial the VOICE MAIL ACCESS NUMBER to check your new messages. (If you pick up the phone to make an urgent call and hear the new message alert, you may ignore the beeps and dial your call as usual. The new message alert will stop when you begin dialing.)



Millry Communications

For assistance, contact us at...

Chatom, Deer Park Fruitdale 847-2232
Frankville, Millry, Silas 846-2911
Gilberttown 843-5500

1. Dial the Voice Mail Access Number for your area (listed on the left side of this brochure). You must access Voice Mail from your residence or business the first time, in order to validate your mailbox.

2. Upon dialing the Voice Mail Access Number for the first time, you will hear an introduction to Voice Mail. Press 9: For Mailbox Setup

Options in Mailbox Setup Menu:**a. Press 1: Greeting Options**

(you can disregard this step if you choose to use the default greeting.)

To Change or Record your Greeting:

1. Press 1 - Greeting Options
2. Press 2 - Re-record Your Greeting
3. Press # - End Recording Function
4. Press 1 - Listen to Greeting

b. Press 2: Change Password

(your password will be a default of four zeros (0000) until you change it.)

To Change Your Password:

1. Press 2 Change Your Password
2. Enter new password, followed by the # key. The password is any series of up to 16 digits you choose. You will be unable to access your mailbox away from home without this password, so be sure to choose one you will remember.
3. To verify, enter your password, followed by the # key.

c. Press 4: Disable/Enable Auto Login**d. Press *: Return to Main Menu.**

1. Dial the Voice Mail Access Number for your area (listed on the far left of this brochure).

- If using Auto Login and accessing from your home or business phone, no entry is required - you will automatically be forwarded into your voice mailbox.
- If requested, enter your password, followed by the # key. Your password will be a default of four zeros (0000) until you change it.

Options in Main Menu:**a. Press 1: To Retrieve Messages****Message Retrieval Menu:**

1. Press 1: New Messages
2. Press 2: Saved Messages
3. Press *: Return to Main Menu

To Listen To Messages:

1. Press 1 - Play or re-play message
2. Press 2 - Save message and go to next message
3. Press 3 - Delete message and go to next message

b. Press 7: FOR CURRENT DATE AND TIME**c. Press 9: For Mailbox Setup**

(Refer to **Options in Mailbox Setup Menu** listed on the left panel of this brochure.)