

You can use the codes below to forward to voice mail on any phone. NOTE: The 500 below is what **we** use for the voice mail extension. Yours may be different. If it is, substitute your voice mail extension for the 500 listed in the codes below.

TRANSFER OFF-SITE: To transfer to another location or your cell phone, use the code below, instead of 500 pound, press 9, the number you want to transfer to and pound. **MUST BE PREVIOUSLY ALLOWED IN SYSTEM PROGRAMMING.** **TO CANCEL FORWARDING: Press INTERCOM STAR 7100**

1	Forward All (Both outside & inside calls)	INTERCOM STAR 7102	500 POUND
2	Forward BUSY (Both outside & inside calls)	INTERCOM STAR 7103	500 POUND
3	Forward N/A (Both outside & inside calls)	INTERCOM STAR 7104	500 POUND
4	Forward B N/A (Both outside & inside calls)	INTERCOM STAR 7105	500 POUND

5	Forward All (outside calls only)	INTERCOM STAR 7112	500 POUND
6	Forward BUSY (outside calls only)	INTERCOM STAR 7113	500 POUND
7	Forward N/A (outside calls only)	INTERCOM STAR 7114	500 POUND
8	Forward B N/A (outside calls only)	INTERCOM STAR 7115	500 POUND

9	Forward All (inside calls only)	INTERCOM STAR 7122	500 POUND
10	Forward BUSY (inside calls only)	INTERCOM STAR 7123	500 POUND
11	Forward N/A (inside calls only)	INTERCOM STAR 7124	500 POUND
12	Forward B N/A (inside calls only)	INTERCOM STAR 7125	500 POUND

Number 4 is the most popular. It forwards to voice mail is the voice mail for both inside and outside calls either if you are on the phone or you do not answer the phone. Use number 3 if when you are on the phone, you want to know when someone is trying to get through to you either inside or outside.

**FORWARD INSTRUCTIONS ON 7600 SERIES DISPLAY
PHONES ONLY**

(or you can use the codes listed above)

<p>Forward All (Both outside & inside calls)</p>	<p>Forward B/NA (Only outside line calls)</p>	<p>Forward only inside extension calls</p>
<p>Press PROG Dial 50, Press ENTER Press SEL until the display says B/NA Dial 500, Press ENTER, Press EXIT</p>	<p>Press PROG Dial 51, Press ENTER Press SEL until the display says B/NA Dial 500, Press ENTER, Press EXIT</p>	<p>Press PROG Dial 52, Press ENTER Press SEL until the display says B/NA Dial 500, Press ENTER, Press EXIT</p>
<p>In this mode, both CO line and extension calls forward to the desired location. It could be another station or the voice mail system. If set to Do Not Disturb (DND) all calls will get a busy signal.</p>	<p>In this mode, CO line calls are forwarded to the desired location. It could be another station or the voice mail system. If set to Do Not Disturb (DND) all CO line calls will get a busy signal. Extension calls will follow Program 52 directions</p>	<p>In this mode, extension calls are forwarded to the desired location. It could be another station or the voice mail system. If set to Do Not Disturb (DND) all extension calls will get a busy signal. CO Line calls will follow Program 51 directions</p>

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TO CANCEL FORWARDING: INTERCOM STAR 7100