ACCESSING YOUR MAILBOX

From Your Own Phone:

Press the Message Button or Dial *86

Enter Your Voicemail PIN (Default: 2024)

If you have new messages,
the messages will be indentified.

After hearing any new messages,
you will be presented with the
Voicemail Main Menu.

From Another Phone:

Dial your voicemail access number.

When prompted, enter your 10-digit number.

Enter your voicemail PIN followed by
the # symbol.

If you have new messages,
the messages will be identified.

Ashby.....................................218-747-6248

Browns Valley 320-695-6248

Browns Valley 605-694-6248

Dalton 218-589-6248

Erhard....................................218-842-6248

Fergus Falls...........................218-998-6248

Maine.....................................218-495-6248

Rothsay.................................218-867-6248

Underwood............................218-826-6248

Vining....................................218-769-6248

Resale Customers: Dial Local Access Number

Battle Lake............................218-495-6248

Fergus Falls...........................218-998-6248

Henning.................................218-769-6248

MAILBOX SET UP

The voicemail system is menu driven. Listen to the voice prompts completely and then press the keys on your phone to select which option you would like.

Voicemail Main Menu Options:

Press 1: Play Inbox Messages

Press 2: Send Messages

Press 3: Work with Greeting

Press 4: Mailbox Settings

Press 6: Access Deleted Messages

Press 7: Log On as a Different User

Press 0: Help

Press *: Exit Voicemail System

Change Your Greeting:

Access Your Voicemail Box (*86)

Press 3: Work with Greeting

Press 1: To Set Up Personal Greeting
(Plays Current Greeting)

Press 1: To Record Greeting

Change Your PIN:

Access Your Voicemail Box (*86)

Press 4: Change Settings

Press 3: Security Options

Press 1: Change the PIN

Change Your PIN Requirement:

Access Your Voicemail Box (*86)

Press 4: Change Settings

Press 3: Security Options

Press 3: Skip PIN
(Plays Current PIN)

Press 1: To Change Settings

VOICEMAIL
RATES & USER GUIDE

parkRegion

800.247.2706 • www.parkregion.com

VOICEMAIL PRICING & FEATURES

Basic $4.95
Message Length................................2 Minutes
New Message Retention .... 15 Days
Saved Message Retention .... 15 Days
Maximum Messages.................. 20 Messages
Maximum Mailbox Storage.............15 Minutes
Greeting Length.............................. 30 Seconds
Sub-Mailboxes............$1 Each, Maximum of 2
Auto Login
Message Waiting Indication
Daily Notification Option
Email Only Option

Plus $6.95
Message Length................................3 Minutes
New Message Retention .... 15 Days
Saved Message Retention .... 15 Days
Maximum Messages.................. 25 Messages
Maximum Mailbox Storage.............20 Minutes
Greeting Length.............................. 30 Seconds
Sub-Mailboxes ..... 2 Included, $1 Each, Max of 5
Auto Login
Message Waiting Indication
Daily Notification Option
Email Only Option
Phone Notification
E-Forward Option for Main Box & Sub-Mailboxes
Message Forward Option

Deluxe $11.95
Message Length................................4 Minutes
New Message Rention......................... 30 Days
Maximum Messages.................. 30 Messages
Maximum Mailbox Storage.............40 Minutes
Greeting Length.............................. 60 Seconds
Sub-Mailboxes ....9 Included, Maximum of 9
Auto Login
Message Waiting Indication
Daily Notification Option
Email Only Option
Phone Notification
E-Forward Option for Main Box & Sub-Mailboxes
Message Forward Option
Out Dial
Memo
Distribution List
Associated Numbers

VOICEMAIL PRICING & FEATURES CONT.

Ala Carte
Greeting Only Box (4 Minutes)................$6.95
E-Forward $1.00
Distribution List $1.00
Memo $1.00
Message Forward $1.00
Associated Numbers...............................$1.00
Out Dial..$1.00
Phone Notifications..................................$1.00

FEATURE DESCRIPTIONS

Sub-Mailboxes: Each user on a telephone line can have their own voice mailbox, PIN access ensures privacy. Great for roommates, family members and those who work from home.

Phone Notifications: Great for those on the go. A reminder page or call alerts you when you have a new message in your mailbox.
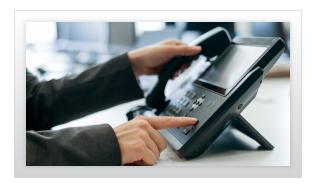
E-Forward: This feature allows you to convert your messages into an email. You can listen to or forward your messages and save or delete them from your email inbox.

Message Reply: If the caller presses the 5 key while the message is playing, the service will attempt to place a call to the phone number that left the message.

Message Forwarding: This feature allows you to forward a message to another mailbox or distribution list. You can also record an introduction message to tag to the front of the message you are forwarding.

Memo: This feature allows you to send memo messages to other mailboxes. The memos are sent directly to the mailboxes without their phone ringing.

Allow Out Dial: This feature allows you to dial 0 to call a present number when reaching a mailbox (i.e. "Please leave a message at the tone, or press 0 to connect to my cell phone.").

FEATURE DESCRIPTIONS CONT.

Distribution Lists: This feature allows you to group different mailboxes into a list.

Auto-Login: This feature will allow you easy access to your mailbox when you are calling from the voicemail phone. Ideal for those that aren't concerned with the security features and want quicker access to their mailbox. Can be turned on/off as desired.

Message Waiting Instructions: Feature activates the stutter dial tone, message notification or the message light on the phone when there is a new message.

Daily Notification: This feature allows you to set up a time of day to notify you that you have a new voice message.

Associated Numbers: This allows the user to have multiple phone numbers share one voicemail box.

Email Only: This feature allows you to forward voice messages to email and automatically delete them from your voicemail box on the service.

Greeting Only: This feature is for those that want to use the service to deliver an announcement only without giving the caller the option to leave a message.