WUIG Hotline – (914) 633-2988

Vendor Contact Information as of 12/00

Tel-Star
61 South Division Street
New Rochelle, NY 10805
(914) 636-4491

Contact: Nigel - Operations Manager

Voicemail System Access

1) Dial 633-2995 – You will hear an automated message from Tammy – Tel-Star's voice message & retrieval system.

2) Enter the mailbox number, followed by the (*) key – Each day and item(*) has its own mailbox number as follows:

Monday - 19017(*)

Tuesday - 19070(*)

Wednesday - 19080(*)

Thursday – 19121(*)

Friday - 19158(*)

Saturday - 19171(*)

Sunday - 19013(*)

--Main outgoing message – 2988(*)

--*Telephone numbers to call - 19181(*)

-- *To review main message – 19199 (*)

3) Enter password - XXXX

4) Follow the prompts to access area of system you want to work on using is key:

O = Outgoing (no. 6 on keypad)
V = Voice Signature (no. 8 on keypad)
P = Password (no. 7 on keypad)

Then follow the prompts to a) listen to, b) modify, c) record, d) keep and/or e) delete the outgoing message. See key below to enable options:

L = Listen (no. 5 on keypad)
K = Keep (no. 5 on keypad)
M = Modify (no. 6 on keypad)
R = Record (no. 7 on keypad)

5) Press (*) when done recording.

6) Call Hotline number (914-633-2988) and check that your change went through.

10/2/02
Jeanne