<u>Please note:</u> if the calls are not answered by the forwarded local, the caller will be able to leave a message at your own voice mail box.

## To call forward:

- Dial \*22 on the phone that you would like to transfer from
- Than enter the local number that you would like to transfer to

Ex: \*22 + 5419 (on your phone)

## To clear call forward:

• Dial \*22 on the phone that you transferred from

Ex: \*22 (on your phone)

## To cancel all features

• Dial \* 37 and hang up

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