



◆ CALL FORWARDING INSTRUCTIONS ◆

Turning on Call Forwarding

1. Dial *72 (or 1172 on rotary phones).
2. Listen for three beeps followed by dial tone.
3. Dial the phone number to which your calls are to be forwarded.
4. **If there's an answer at the number you are forwarding to:** Make sure you keep the line open for at least 5 seconds to activate the service.

If there is no answer or if you get a busy signal: Wait for 3 seconds, hang up and then repeat steps 1 to 4, one more time, to activate the service.

Turning off Call Forwarding

1. Dial *73 (or 1173 on rotary phones).
2. Listen for two beeps.
3. Hang up.

Forwarding calls to a number outside my local calling area

The Call Forwarding feature lets you forward calls to numbers outside your own calling area, including overseas numbers (long distance fees apply).

Within North America

- Add a **1** to the 10-digit phone number you are forwarding to.

Overseas

Program the number as follows:

- **011 + country code + city or area code + local number**



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Note: Collect calls are billed to your number, not to the number you have forwarded your calls to.

For questions regarding call forwarding,
visit www.specialtyansweringservice.net,
or call us at 1-866-688-8912.