Call Forwarding Instruction Sheet

To forward your phones, the following instructions work with most phone systems and phone companies. If these instructions do not work, refer to your yellow pages and your phone system manual for call forwarding procedures.

1. Get a dial tone on the line in which you need to forward.

2. Press “72” and then #.

3. You will hear a series of beeps and then a dial tone.

4. Dial 1 + your call forwarding number.

5. Listen for your greeting.

6. Hang up! You have forwarded your phones successfully!

To un-forward your phones:

1. Press “73” and then #.
2. Listen for a series of beeps and then a dial tone.
3. You have un-forwarded your phones successfully!

Please note that some phone systems and telephone companies operate differently.