

# Remote Message Retrieval

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## Retrieving messages from a remote location

1. At the main greeting, **either** press \* and enter your mailbox number **or** have the operator transfer you by pressing **VOICE MAIL** and then \* , and entering your mailbox number.
2. When prompted, enter your password (if required) followed by #  
The default password is **0** (meaning, no password required).  
The phone system will announce the number of new and old messages and play the oldest new message.