Litchfield Voicemail User Guide

Accessing Voicemail From Your Phone

To get directly to your voice messages dial *98.

Enter your passcode followed by the # key.

To get into the voice portal dial 593.3539.

Enter your passcode followed by the # key.

- Press 1 to **access your voicemail box.**
- Press 3 to **access the greeting's menu.**
- Press 5 to **record a new announcement.**
- Press 8 to **change your passcode.**
- Press 9 to **exit the portal.**
- Press # to **repeat the menu.**

In any menu, pressing the * key will go to the previous menu and pressing the # key will repeat the menu.

Accessing Voicemail Remotely

- Dial 320.593.3539.
- Enter your full 10-digit phone number and press the # key.
- Enter your passcode followed by the # key.
- Follow the menu options.



Rev. 10.30.26

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