

**Local Service**

**+ Huge Savings**

**= Your Best Value**



**Garden Valley  
Telephone Company**

201 Ross Avenue  
PO Box 259

Phone: 800-448-8260 or 218-687-5251  
Website: [www.gvtel.com](http://www.gvtel.com)

**METASWITCH  
Calling Feature  
Instructions  
For  
Bundled Service**

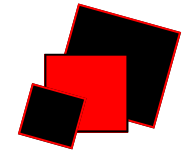
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**New Customer  
Information**



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[www.gvtel.com](http://www.gvtel.com)**

# CALLING FEATURE INSTRUCTIONS INCLUDED WITH BUNDLED SERVICE



## Call Forwarding:

1. Press **\*72**.
2. Enter the phone number where you want calls to be forwarded.
3. Press **#**, then listen for two beeps.
4. Hang up.

### To Cancel Call Forwarding:

1. Press **\*73**.
2. Listen for two beeps followed by a dial tone means your calls are no longer being transferred.

## Caller ID with Name & Number:

1. Wait for the start of the second full ring of your phone set.
2. The calling party will appear on the display.

*Note: Caller ID unit or compatible phone is required with this service.*

## Call Transfer with 3-Way Calling:

1. Press and release the disconnect button on your phone.
2. Wait for the three beeps and a steady dial tone.
3. Dial the transfer to number.
4. When the line begins to ring you can either wait for the third party to answer or hang up to transfer the call.

*Note: If a call is transferred to a number that is long distance, toll charges will be incurred by the party transferring the call.*

## Setting Up Speed Calling (30 numbers):

1. Press **\*75**.
2. Listen for beeping.
3. Enter the speed call code you have selected and the full telephone number that goes with it.
4. Listen for two beeps.
5. Hang up.

### To place a call with Speed Calling:

1. Dial the desired speed calling code.
2. Press **#**.

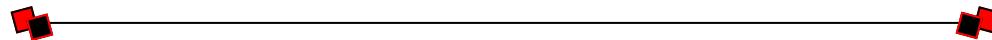
## Setting up Voicemail:

1. Dial your exchange prefix, followed by 9961. (Example: XXX-9961)
2. Follow the voice prompts.

## Call Waiting:

When you're on a call and a second call comes in, you'll hear a tone to let you know that you have another call.

1. To put the first call on hold, press and release the disconnect button on your phone. You will automatically connect with the second call.
2. To alternate between calls, simply press the disconnect button again.
3. To end either call, simply hang up.



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For information on these or other calling features provided, see the GVTC phone directory