



HOMETOWN CABLE

Hometown Cable
305 E. Main St.
Coldwater, Ohio 45828
419-678-4090

Voicemail Setup and Retrieval Instructions

The following instructions will help you setup your voice mailbox for the first time and retrieve messages in the future. To access your mailbox, you will need to dial 419-400-0000 from any location or *88 from your home phone. When dialing from home, it will ask for your password. From all other locations it will ask for your mailbox number, which is your 10 digit phone number. Your initial password is set to your 10 digit phone number. However, the prompts will start off by walking you through entering a new password. The password must be set to something other than your 10 digit phone number or it will walk you through setup each time the mailbox is accessed. Upon your first login, it will first ask for a new password to be entered twice. Once the password has been setup, it will walk through setup of the greetings that will be played when a caller is sent to your mailbox. It will ask you to record an unavailable greeting first and then a busy greeting. Hometown Cable currently only uses the unavailable greeting, so when it asks to record the busy greeting you may press the # key and accept the recording.

Retrieval: Retrieving the messages away from home can be done by dialing the access number listed above or by dialing your own number. Once you are forwarded to your voice mailbox, press the * key on the phone and it will ask for your password. Once you are logged in, you can browse the available menus to familiarize yourself with the voice mail system. Notification that you have new messages waiting is delivered via a stutter dial tone. To check this, turn on your telephone and it will start with a stutter pulse to indicate new messages or will start as a regular dial tone to indicate there are no new messages. If you have further questions regarding our voice mail server, please contact our office for assistance.