VOICEMAIL APPLICATION

Mail completed application to Baxter Hall, fax to 7010 or email to telcom@olemiss.edu

Department: __________________________ Date: __________________________

Name: __________________________________________

Unique Code Word: __________________________ (this is not your password)
This word will be used as identification in case you forget your password or lock your mailbox. Ex. Mother's maiden name

Extension Number (mailbox): __________________________

Does anyone else share this extension: ______ YES ______ NO

*Live Attendant Extension Number"________________________
(The extension you would like the caller to reach if they press 0)

Please Check One:
($2 per month, prorated and billed annually)

_____ Standard Voice Mail-If you are on the telephone, voicemail will answer for you, when you are not on the phone the telephone will ring three times, if you do not answer by the third ring, voicemail will answer for you. (we cannot change the number of rings)

_____ Alternative Voicemail-You turn the voicemail box on or off. When on, it will answer just as the Standard Voice Mail box. When off, it will not answer at all. Call Chrissy Lewis at 5922 for more info.

Dept. Phone Number: __________________________ Email: __________________________

Dept. Address: __________________________ Dept Cost Center: __________________________

Signature of Applicant: __________________________

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Do not write in space below—Telecommunications Use only

Class of Service: __________________________ Mailbox Number: __________________________

Assigned by: __________________________ Date Assigned: __________________________