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## Instructions to remove name from Voicemail Box

(This needs to be done at the phone that you are changing the voicemail box name at)

- 1. Press the VM MSG button
- 2. Enter your password, default, (0000)
- 3. Press 0 for more options
- 4. Press # for personal services
- 5. Press 7 for personal administration
- 6. Press 2 to record your name
- 7. Press 3 to discard and record a new name
- 8. You can either record a new name or just press # right away to record no name.
- 9. After pressing # that will save the new name you recorded