Please list the extensions as you would like them to appear on the DT700 IP (multi-line) phone form below. Indicate any extensions that you want to have ring (vs. only flash) on the DT700 IP by writing ‘R’ next to the extension. Please fax completed form to extension 7-3810. All requests require a minimum of a 2-week notice from October through April and 4-week notice for May through September. If you have any questions, please feel free to call the Telecommunications Service Center at extension 7-3800.

DT700 Series IP
8-Button Desiless

Department: ________________________________
Contact Person: __________________________
Contact’s Phone: __________________________
Account # to Charge: _______________________
Authorized Signature: _______________________
Date: ________________________________

Fees:
- Delete an extension on a Dterm: $51
- Add an extension to a Dterm: $102
- Add a feature: $51
- Change a single line phone to a Dterm phone: $153
- Purchase a DT700 Series IP Phone: $326

Special Notes: ________________

Extension: ________________

Screen 1
Key 01: ________________ (Main Extension)
Key 02: ________________
Key 03: ________________
Key 04: ________________
Key 05: ________________
Key 06: ________________
Key 07: ________________
Key 08: ________________

**New rates are in effect as of April 18, 2013**
The DT700 Series IP Phone has an LCD screen in place of the normal paper faceplate used to label the extensions on the phone. The LCD screen can be scrolled between four different screens as represented below. Only eight buttons will be visible on a given screen but you will have a total of 32 button available to program.

**Notes:** Please let us know what key positions you would like the following commands placed.

- Forward No Answer (FDN)
- Forward Busy (FDB)
- Forward All (FDA)

These commands allow the user to change where a call is sent.

Standard practice is to setup Busy and No Answer to point to the voicemail system at 23305.

**New rates are in effect as of April 18, 2013**