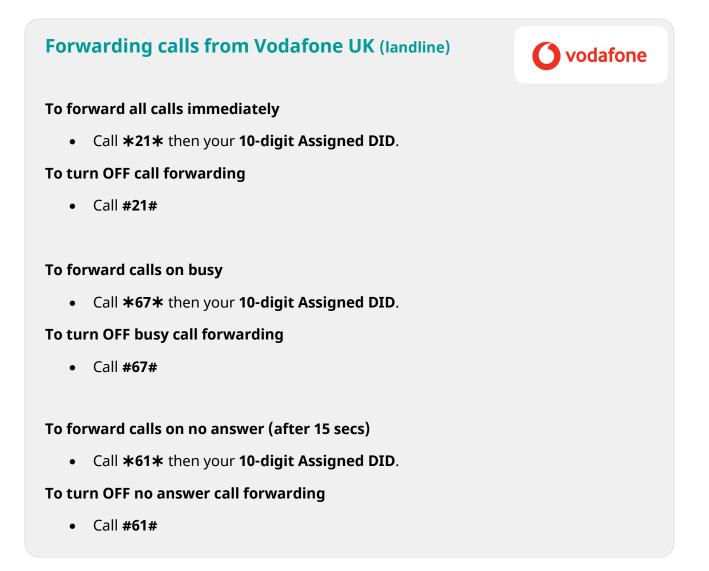
RECEPTIONHQ

Call Forwarding instructions



Forwarding calls from British Telecom (landline)

To forward all calls immediately

- Lift your handset and listen for the dial tone
- Enter ***21*** then your **10-digit number** provided by ReceptionHQ then **#**

To turn OFF call forward immediate

• Once you have a dial tone, press **#21#**

To forward calls only after 'no answer' at your end (after 15 seconds)

- Lift your handset and listen for the dial tone
- Enter ***61*** then your **10-digit number** provided by ReceptionHQ then **#**

To turn OFF call forward no answer

• Once you have a dial tone, press #61#

To forward calls on busy (calls only come to ReceptionHQ if you're busy)

- Lift your handset and listen for the dial tone
- Enter ***67*** then your **10-digit number** provided by ReceptionHQ then #

To turn OFF call forward on busy

• Once you have a dial tone, press #67#

Forwarding calls from British Telecom (mobile)

To forward all calls immediately

- Dial ****21***
- Enter your **10-digit number** provided by ReceptionHQ then **#**

To turn OFF call forward immediate

• Once you have a dial tone, press **##21**#

To forward calls only after 'no answer' at your end (after 15 seconds)

- Dial ****61***
- Enter your **10-digit number** provided by ReceptionHQ then **#**

To turn OFF call forward no answer

• Once you have a dial tone, press **##61#**

To forward calls on busy (calls only come to ReceptionHQ if you're busy)

- Dial ****67***
- Enter your **10-digit number** provided by ReceptionHQ then **#**

To turn OFF call forward on busy

• Once you have a dial tone, press ##67#

Forwarding calls from Virgin Media (landline)



Select the appropriate instructions for your area

- Call **1765** from your landline
- Listen to identify the colour for your area
- If purple, yellow, green, or blue, follow the first set of instructions below
- If red, follow the second set of instructions below

To forward all calls immediately (purple, yellow, green, or blue area)

- Lift your handset and listen for the dial tone
- Enter ***21*** then your **10-digit number** provided by ReceptionHQ then **#**

To turn OFF call forward immediate

• Once you have a dial tone, press **#21**#

To forward all calls immediately (red area)

- Lift your handset and listen for the dial tone
- Enter ***70** then your **10-digit number** provided by ReceptionHQ

To turn OFF call forward immediate

• Once you have a dial tone, press **#70**

Forwarding calls from Sky

To forward all calls immediately

- Lift your handset and listen for the dial tone
- Enter ***21*** then your **10-digit number** provided by ReceptionHQ then **#**

sky

To turn OFF call forward immediate

• Once you have a dial tone, press #21#

To forward calls only after 'no answer' at your end

- Lift your handset and listen for the dial tone
- Enter ***61*** then your **10-digit number** provided by ReceptionHQ then **#**

To turn OFF call forward no answer

• Once you have a dial tone, press #61#

To forward calls on busy (calls only come to ReceptionHQ if you're busy)

- Lift your handset and listen for the dial tone
- Enter ***67*** then your **10-digit number** provided by ReceptionHQ then **#**

To turn OFF call forward on busy

• Once you have a dial tone, press #67#

Forwarding calls from TalkTalk

TalkTalk

To forward all calls immediately

- Lift your handset and listen for the dial tone
- Enter ***21*** then your **10-digit number** provided by ReceptionHQ then **#**

To turn OFF call forward immediate

• Once you have a dial tone, press **#21**#

To forward calls only after 'no answer' at your end

- Lift your handset and listen for the dial tone
- Enter ***61*** then your **10-digit number** provided by ReceptionHQ then **#**

To turn OFF call forward no answer

• Once you have a dial tone, press **#61#**

To forward calls on busy (calls only come to ReceptionHQ if you're busy)

- Lift your handset and listen for the dial tone
- Enter ***67*** then your **10-digit number** provided by ReceptionHQ then #

To turn OFF call forward on busy

• Once you have a dial tone, press **#67**#

Forwarding calls from PlusNet

To forward all calls immediately

- Lift your handset and listen for the dial tone
- Enter ***21*** then your **10-digit number** provided by ReceptionHQ then **#**

To turn OFF call forward immediate

• Once you have a dial tone, press **#21#**

To forward calls only after 'no answer' at your end

- Lift your handset and listen for the dial tone
- Enter ***61*** then your **10-digit number** provided by ReceptionHQ then **#**

To turn OFF call forward no answer

• Once you have a dial tone, press #61#

To forward calls on busy (calls only come to ReceptionHQ if you're busy)

- Lift your handset and listen for the dial tone
- Enter ***67*** then your **10-digit number** provided by ReceptionHQ then **#**

To turn OFF call forward on busy

• Once you have a dial tone, press #67#

Forwarding calls from EE (mobile)

To forward all calls immediately

- Call the number **150** then select option 1 > option 2 > option 4 > option 1
- Enter your **10-digit Assigned DID** when asked for the forwarding number

To turn OFF call forwarding

• Call the number **150** then select option 1 > option 2 > option 4 > option 2





Forwarding calls from giffgaff (mobile)

To forward all calls immediately

- Dial ****21***
- Enter your **10-digit number** provided by ReceptionHQ then **#**

To turn OFF call forward immediate

• Once you have a dial tone, press **##21**#

To forward calls only after 'no answer' at your end (after 15 seconds)

- Dial ****61***
- Enter your **10-digit number** provided by ReceptionHQ then **#**

To turn OFF call forward no answer

• Once you have a dial tone, press **##61#**

To forward calls on busy (calls only come to ReceptionHQ if you're busy)

- Dial ****67***
- Enter your **10-digit number** provided by ReceptionHQ then **#**

To turn OFF call forward on busy

• Once you have a dial tone, press ##67#

giffgaff