

GHP620 & GHP621 · how to use it.

Guest-room phones with one-touch service keys

Make calls

- 1 Lift the handset.
- 2 Dial the room number, front desk, or an outside line.
- 3 Hang up to end the call.

One-touch service keys

- 1 Each labeled key rings straight to the right team: front desk, housekeeping, valet.
- 2 Press the key, the call places itself.
- 3 We program and label the keys during install.

Want the keys changed, reception instead of concierge, say, dial 611.

Message waiting

- 1 A lit message lamp means the room has a voicemail.
- 2 Lift the handset and press the message key.
- 3 Follow the prompts to play the message.

Speakerphone

- 1 Press the speakerphone key to answer or talk hands-free.
- 2 Press it again, or lift the handset, to switch back.
- 3 Volume keys adjust the level.

Stuck on anything? Dial 611 from any handset.

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