

Call Parking

Call Parking is a shared hold feature that allows you to place a call on hold so it can be resumed from any phone in the office.

Using the Call Parking Feature

Using Call Park **with** programmed line buttons

Parking a Call:

Press a programmed parking button and the call will automatically be transferred to that parking spot. The lamp on the associated button will flash green on all subscribing phones to signal the parked call.

Retrieving a Parked Call:

Press the flashing parking button. The call will be transferred to the retrieving phone's line key, and free the parking space to accept another parked call.

Using Call Park **without** programmed line buttons

Parking a Call:

Transfer the call to the extension number associated with the parking spot. For example, if Call Park 1 is associated with extension 701, press the transfer key, then 701.

Retrieving a Parked Call:

Dial into the parking spot's extension number. If the call was parked on extension 701, simply dial 701.