



How business picks up – on the phone & on the web.

Tell Us About Your Community!

General Community Information

Form with fields: Community Name, Telephone, Address, Toll-Free, City/State/Zip, Backline, Website, Fax, e-mail, Contact Person, Office Hours, Lunch Hour.

Call Specific Information

Form with fields: Type of Call Forwarding, Call Forwarding/Phone Service Vendor, What type of call services are you in need of?, How would you like us to greet your callers?

Message Ticket & OnCall Information

Form with fields: What information should we retrieve from callers?, Do you have an OnCall schedule?, Define the types of calls to be cleared after hours, What is the protocol for clearing urgent after hour calls.

Message Retrieval Information

Form with fields: During Office Hours, After Hour Non-ER Calls.

Form with fields: Date you would like to begin service, Please include day/night greeting information, Answerwest Acct #.

Come and visit us on the web at www.answerwest.com or call us at (775) 825-2222, (800) 825-2222 or fax us at (775) 685-4043. You may also e-mail any inquiries or changes to info@answerwest.com.



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