

# Voicemail Password

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1. Press the Message button.
2. Press **2** (for VMS:2).
3. Enter your 4-digit voicemail password (the default password is "1234"). If you are a new user, be sure to change the default password.
4. From the [Main Menu](#) , press **3** to change your password.
5. Follow the prompts to enter and confirm your new 4-digit password.