

## Mailbox Communications

**Delete Mailbox #**

**Box Number (20 max):**



3. Using the Numeric Keypad, enter the box number you want to delete, then press **Enter**. (If a password has been assigned to this box, enter the password and press **Enter**.)
4. The menu selection screen redisplay. Press **Stop** to return to the Standby Mode.

### Storing a Document in a Local ITU-T Mailbox

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To store a document in your local mailbox:

1. Load the document face down in the Document Tray.
2. Select the desired **Resolution** and **Contrast**.
3. Open the Access Cover and press:

Mailbox  
ITU-T



**ITU-T Mailbox**

- 1. Confidential**
- 2. Bulletin board**
- 3. Setup & delete**

## Mailbox Communications

4. Select the type of mailbox in which to store the document.

To store in a Confidential mailbox, press **1**.

To store in a Bulletin Board mailbox, press **2**.

**Confidential**  
1. Print mailbox  
2. Send to mailbox  
3. Poll from mailbox  
4. Store to mailbox  
5. Delete mailbox

– or –

**Bulletin board**  
1. Print mailbox  
2. Send to mailbox  
3. Poll from mailbox  
4. Store to mailbox  
5. Delete mailbox

5. To store a document in a local mailbox, press **4**.

**Store (Confidential)**  
**Box number (20 max):**  
■

– or –

**Store (Bull. board)**  
**Box number (20 max):**  
■

6. Using the Numeric Keypad enter the mailbox number, then press **Enter**.

**Note:** *If you selected Bulletin Board and entered a password when creating this ITU-T Mailbox number, you must enter that same password here to store the document.*