

Add a fax number – BH 421/501

1. Press **[Utility/Counter]**
2. Touch **[One-Touch Registration]**
3. Touch **[Address Book]**
4. Touch **[Fax]**

To Add a fax number

1. Touch **[New]**
2. Touch **[Name]** and enter the desired name
3. Touch **[Fax Number]** and enter the desired fax number
4. Press the down arrow to go to page 2/2
5. Touch **[Index]** and select your desired favourite's index.

To Edit a fax number

1. Use the index to find the name you wish to edit
2. Touch the name you wish to edit so it is highlighted
3. Touch **[Edit]**
4. Make your desired changes and touch **[OK]**