

GEEMARC

CLEAR SOUND[®]

HEAR THE DIFFERENCE

GSMCL8200

English

Large Keypad Mobile Phone



geemarc[™]
Telecom SA

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INTRODUCTION

Congratulations on purchasing your Geemarc GSMCL8200 telephone. This telephone is also hearing aid compatible. It offers many functions such as an alarm, a calendar, SMS text messaging, a phone book, handsfree speakerphone, an automatic keylock and speed dial buttons.

The font size on the LCD display is large and the buttons on the keypad are easy to see and use. This mobile telephone has a loud ringer and speakerphone and strong vibrating setting. All these features add up to make this a highly suitable telephone for the elderly, hard of hearing or sight people and anyone who simply wants to keep in touch with a great degree of ease.

It is important that you read the instructions below in order to use your Geemarc telephone to its full potential. Keep this user guide in a safe place for future reference.

This guide explains how to use the following telephone:

GSMCL8200

INTRODUCTION

Unpacking the Telephone

When unpacking the telephone, you should find the following in the box:

- 1 GSMCL8200 mobile telephone handset
- 1 Desktop charging unit
- 1 Mains power adaptor
- 1 Li-ion rechargeable battery
- 1 Headset
- 1 User Guide



For product support and help visit our website at

www.geemarc.com

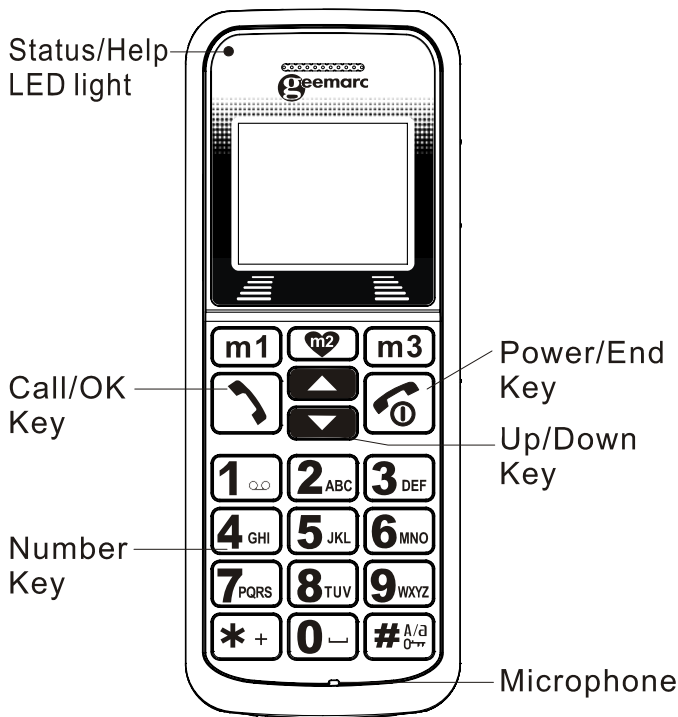
Telephone 01707 384438

Or fax 01707 372529

DESCRIPTION

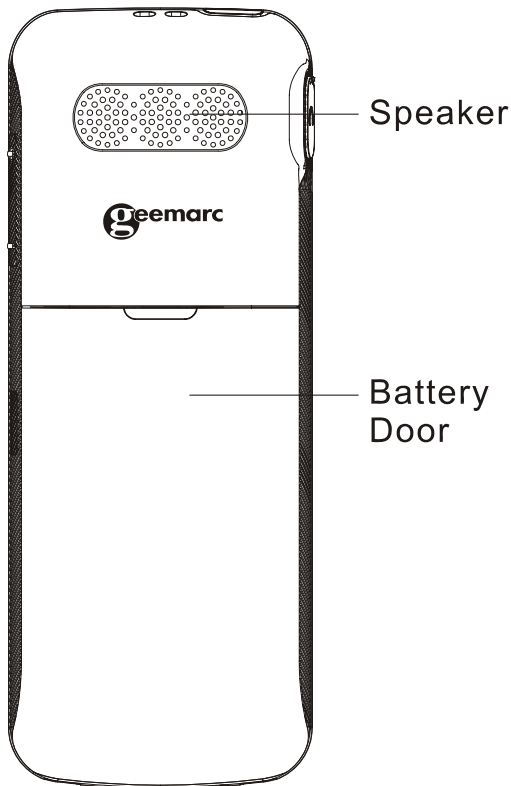
General Description

Handset Description (front)



DESCRIPTION

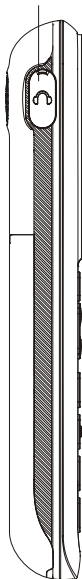
Handset Description (Rear)



DESCRIPTION

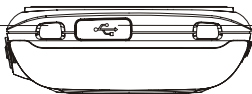
Handset Description (Left)

Headset Jack



Handset Description (Base)

Charger
Plate

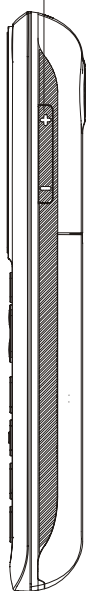


Mini USB
Charger
Connector

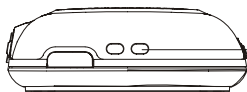
DESCRIPTION

Handset Description (Right)

Volume Control





Handset Description (Top)






Phone Strap
Hole

DESCRIPTION

	<p>One touch dialing keys/Soft keys</p> <p>A telephone number can be assigned to each of these buttons. To dial the number all you have to do is press the button once and the number will be dialled automatically</p> <p>M1 and M3 are also softkeys i.e. they take on different functions depending on the menu displayed. The current function is always displayed by the text directly above the key</p>
	<p>Power key/On-hook key</p> <p>Long press to power the telephone on and off End a call Cancel current process</p>

DESCRIPTION

	<p>Navigation Button</p> <p>▲ Scroll up through lists and menu options. Increase the earpiece/speakerphone volume during a call.</p> <p>▼ Scroll down through lists and menu options. Decrease the arpiece/speakerphone volume during a call. Enter the Phonebook</p>
	<p>Call Key</p> <p>Receive a call Dial a number Enter Caller list</p>
	<p>Star key</p> <p>In standby,long press(2 secs)* key to switch between "no alert" and alert set by user. When incoming call, long press * key(2 secs) to temporarily switch off all sound and vibration .</p>

DESCRIPTION



Hash key

In standby, press and hold to turn on handset key lock

DESCRIPTION

LCD Screen Description

The LCD screen is split into three distinct areas:

The icon area. This is found at the top of the screen. This displays the various system icons which help you to use the telephone.

The main area. This is found across the centre of the screen. It displays the following:

- number being dialled
- caller ID information
- phonebook
- menu information
- in standby mode current time, date and service provider name

The soft key area. This is found at the bottom of the screen.

Signal Strength icon



This is always displayed when your telephone is switched on. It shows the current signal strength. More bars indicate more signal strength.



Line icon

This indicates that a call is currently being made i.e. off hook.

DESCRIPTION



Alarm icon

Alarm 1 and/or Alarm 2 are activated.



New Call icon

This indicates that you have missed one or more calls. More calls have been added to the call list.



Key Lock icon

This indicates the keys are locked.



Battery Status icon

This is always displayed when your telephone is switched on. It shows the level of battery charge. More bars indicate more battery charge.



Roaming icon

When a roaming SIM register to local network provider, this icon will show in the status bar.



SMS icon

A new SMS (text message) has been received.



Mute icon

Mute is on.

DESCRIPTION



Silent icon

The telephone is in silent mode. There will be no call alert.



Ring tone icon

The telephone is in ring tone mode. The call alert will be a ring tone.



Vibrate icon

The telephone is in vibrate mode. The call alert will be the telephone vibrating.



Vibrate followed by ring icon

The telephone is in vibrate followed by ring mode. The call alert will start with the telephone vibrating followed by the ringing tone.



Vibrate and ring icon

The telephone is in vibrate and ring mode. The call alert will be the telephone vibrating together with the ringing tone.




Headset icon

The headset is plugged in.

DESCRIPTION

Menu Navigation

The **M1 Menu** key is used to activate the menu. The **M3 Back** is used to go back a level in the menu system. Press Power/End key  to deactivate the menu and return to standby mode from any menu.

The ▲ and ▼ keys are used to scroll through the menu.

▲ : move backward through the menu

▼ : move forward through the menu

The **OK** soft key key is also used to confirm an action or choice on a screen.

SETTING UP

Network Services

To use this mobile telephone you must subscribe to a service from a wireless service provider. Different service providers offer different features (at a variety of charges). This may effect the features made available to you through the mobile telephone.

Passwords

This mobile telephone allows you to set up passwords to help protect your telephone from unauthorized use.

The PIN and PIN2 codes are supplied with your SIM card. The PIN code helps to protect the SIM card from unauthorized use. The PIN2 code is required to access certain services.

The PUK and PUK2 codes may be supplied with the SIM card. If you enter the PIN code incorrectly three times in succession, the PUK will be required. If the codes are not supplied, contact your service provider.

SETTING UP

Install SIM card and Battery

Always switch the telephone off and disconnect the charger before removing the battery.

Take care when handling the SIM card. The SIM card and its contacts can be easily damaged by scratches or bending.

To remove the battery compartment cover, press down and slide the cover off completely.

Remove the battery (if battery already inside)

Slide the SIM card with the gold coloured contacts face down into the SIM card holder.



Observe the battery contacts (the gold coloured contacts must face towards the top left).and insert the battery.

SETTING UP



Slide the back cover back into place.

SETTING UP

Charging the battery

Charging via the Mini USB Port

Plug the charger into a wall socket.

Connect the lead from the charger into the the Mini USB port on the bottom of the telephone (pull back the protective flap first).



Charging via the Charging Unit

Plug the charger into a wall socket.

Connect the lead from the charger into the the Mini USB port on the charging unit.

Place the mobile telephone onto the charging unit.

SETTING UP

Charging via the PC

Connect the telephone to the PC via an approved mini USB cable. This is a slower method of charging than the two methods described above.


Note: Only use batteries and chargers supplied with the telephone. The guarantee will be invalid if an unapproved cable is used. Keep the battery contacts clean and free of dirt. Try and avoid removing the battery as this could short circuit the battery.

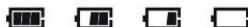
If the battery is completely discharged, it may take a few seconds before the charging indicator appears on the display or before any calls can be made (the telephone may be used during the charging process)

Before the handset can be used, the battery must be charged for a minimum of 4 hours.

SETTING UP

Battery Use


The  icon is continuously displayed at the top right corner of the LCD display. The icon indicates the level of battery power. The more bars displayed, the more power available.




The back lighting and certain other functions may cease to work. When the battery is too weak for the telephone to operate, the handset will automatically switch off.

The battery talk and standby times are subject to change. Replace the battery when its power has deteriorated noticeably.


Switching On/Off

Press  for 3 seconds to switch the telephone on.

Press  again for 3 seconds to switch the telephone off.

HANDSET SETTINGS

Time, Date and Alarm Setting

Set the current time and date manually. Set your local time zone. An alarm can also be set to sound at specific times if required. The alarm can be set to go off only once or repeatedly on a weekly schedule. Three different alarm times can be set up. Press **M1** or  to end the alarm, otherwise it will be repeated after 5 minutes. The alarm still works when the telephone is switched off. Ensure the phone ringing tones are not set to silent, otherwise you will not hear the alarm!

Press **MENU** soft key to activate the menu

Use ▲ and ▼ to scroll through the menu to select
CLOCK & ALARM

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
TIME & DATE or **ALARM**

Simply follow the prompts on the soft keys as to when to enter the correct date and time or alarm information using the numeric keypad.

HANDSET SETTINGS

Calendar

There is a calendar on the telephone which can be used as an organiser. You can keep track of daily or monthly schedules. You can attach appointments to the current day or any other dates in the future.

Press **MENU** soft key to activate the menu

Use ▲ and ▼ to scroll through the menu to select
CALENDAR

Simply follow the prompts on the soft keys in order to navigate around the calendar and the appointment system.

HANDSET SETTINGS

Display Settings

The telephone display can be configured to your own personal taste.

Press **MENU** soft key to activate the menu

Use ▲ and ▼ to scroll through the menu to select
PHONE SETTING

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
DISPLAY SETTING

Press **OK** soft key to select

The configurable options are as follows:

LANGUAGE – Select a language to be used for the display text and input method

GREETING TEXT – Set a welcome note that displays on the screen when power on

SCREEN SAVER – Set “Screen Saver” on/off and select the picture display

CONTRAST – Adjust the contrast of the background against the text

HANDSET SETTINGS

LCD BACKLIGHT – Adjust brightness and set the length of time backlight is on

FONT SIZE – select between Large font and Small font

FILE MANAGER – Store the picture and sound files downloaded from the PC (with optional data cable)

Simply follow the prompts on the soft keys in order to navigate around the various display setting options.

HANDSET SETTINGS

Tone Settings

The telephone tone settings can be configured to your own personal taste.

Press **MENU** soft key to activate the menu

Use ▲ and ▼ to scroll through the menu to select
PHONE SETTING

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
SOUND SETTING

The configurable options are as follows:

SET SOUND – to assign a ring tone to each of the alert signals

SET VOLUME – to assign a volume to each of the alert signals

ALERT TYPE – set whether notification will be a ring tone or vibration

HANDSET SETTINGS

This phone has 4 different alerts. You can set the sound, the volume and vibration for each with this menu:

Ring Tone: Alert that is being used for incoming calls

Alarm Tone: Tone for alarm function

Message Tone: Tone for incoming text messages

Keypad Tone: Acoustic feedback for pressing a key

HANDSET SETTINGS

Key Lock

The key lock can be set to automatically switch on if the telephone has been in standby for a length of time (that length of time can be defined by you).

Press **MENU** soft key to activate the menu

Use ▲ and ▼ to scroll through the menu to select
PHONE SETTING

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
AUTO KEYLOCK

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
- **None** or a time setting
e.g.- **5 sec.**
- **30 sec.**
- **1 min.**
- **5 min.**

Press **OK** soft key to select

HANDSET SETTINGS

Restore Default

You can undo all the changes you have made to the telephone settings and restore to the factory settings. The default password is 1122.

Press **MENU** soft key to activate the menu

Use ▲ and ▼ to scroll through the menu to select
PHONE SETTING

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
RESTORE FACTORY SETTINGS

Press **OK** soft key to select

HANDSET SETTINGS

Flashing Keypad

If required the telephone can be set so that the keypad flashes during notification of an incoming call.

Press **MENU** soft key to activate the menu

Use ▲ and ▼ to scroll through the menu to select
PHONE SETTING

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
CALL SETTING

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
KEY LED FLASH

Use ▲ and ▼ to scroll through the menu to select
either **ON** or **OFF**

Press **OK** soft key to select

HANDSET SETTINGS

Network Selection

You can select an alternative network. You will need some kind of agreement with the alternative service provider.

Press **MENU** soft key to activate the menu

Use ▲ and ▼ to scroll through the menu to select
PHONE SETTING

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
NETWORK SETTING

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
NETWORK SELECTION

HANDSET SETTINGS

Navigation Settings

Various menu options can be linked to any of the number keys on the numeric keypad (2-9). To initiate the fast keys, simply press and hold the required key until the menu is opened up.

Press **MENU** soft key to activate the menu

Use ▲ and ▼ to scroll through the menu to select
PHONE SETTING

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
SET FAST KEY 2-9

Press **EDIT** soft key to select

Use ▲ and ▼ to scroll through the menu to select the
numeric key e.g. **3 Key**

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select the
required function to be assigned to the number key
e.g. **DATE & TIME**

HANDSET SETTINGS

Press **OK** soft key to select

HANDSET SETTINGS

Security Settings

You can configure which activities on either the telephone or SIM are protected using a password or a PIN.

Press **MENU** soft key to activate the menu

Use ▲ and ▼ to scroll through the menu to select
PHONE SETTING

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
SECURITY SETTING

Press **OK** soft key to select

The configurable options are as follows:

MAIN MENU LOCK – if the main menu is locked, the main menu can only be accessed using a password (default is 1122)

SIM LOCK – if the SIM lock is on you will need the PIN if the mobile has been switched on

PHONE LOCK – you will need to enter the password in order to access any function or button on the telephone

HANDSET SETTINGS

CHANGE PASSWORD –Use this to change the passwords or PIN

Press **OK** soft key to select

USING THE TELEPHONE

Standby Mode

When the telephone is ready for use and you have not entered any characters, the telephone is in standby mode.



Energy Saving Mode

Your telephone has a standby mode in order to save battery power in the standby mode when no keys are pressed. The display will no longer light up. Press any button to re-activate standby.

Making a Call

Dial the number on the keypad.

Press **CLEAR** soft key to delete an incorrect digit

Press



, the number is automatically dialled

USING THE TELEPHONE

To end the call simply press



To place an international call you need to press a „+“ before the country code, which you get by pressing the „*“ key twice. Some foreign telephone networks have extension lines that cannot be dialled as dial-through, but need to be entered by the keypad. To dial these directly, press the „*“ key quickly three times in a row after the telephone number. The „p“ character appears and then you can enter the dial extension.

USING THE TELEPHONE

Making a Call from the Call List

You can find numbers dialled, received or missed in the call list.

Press



to access the Call List

Use ▲ and ▼ to scroll through the call list

Press



, the number is automatically dialled

To end the call simply press



Making a Call from the Phone Book

If you have stored numbers in the phone book, you can dial numbers using the phone book.

Press ▼ to access the phone book

Use ▲ and ▼ to scroll through the phone book

Press



, the number is automatically dialled

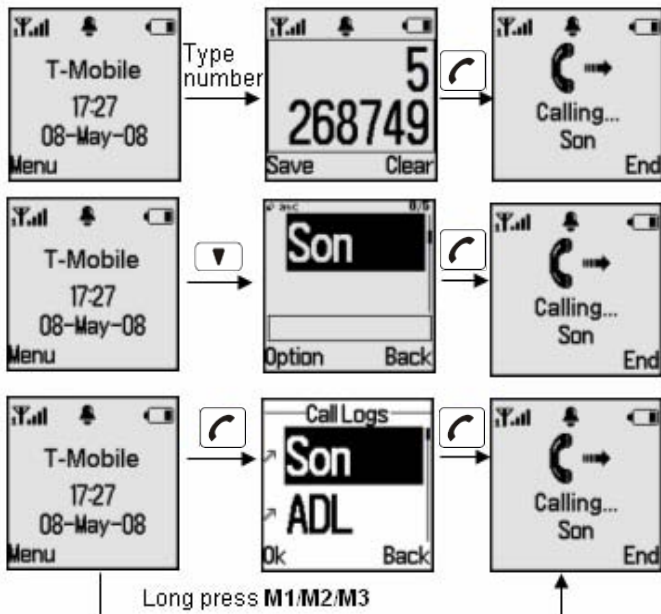
To end the call simply press



USING THE TELEPHONE

Making a Call using Quick Dial


If you have stored numbers in the quick dial location, press either M1, M2 or M3 (dependant on who you wish to ring) for 3 seconds. The chosen telephone number will be dialled automatically.




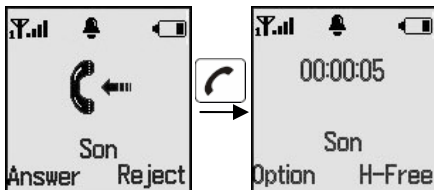
USING THE TELEPHONE

Receiving a Call

When an incoming call is received the telephone rings. The caller's telephone number will be displayed. If this caller's number is stored on the Phonebook, the associated name will displayed

Press  to answer

To end the call simply press 




USING THE TELEPHONE

Rejecting a Call

When an incoming call is received the telephone rings. The caller's telephone number will be displayed. If this caller's number is stored on the Phonebook, the associated name will displayed

To reject an incoming call, simply press



When there is an incoming call, long press  will temporarily switch off all of the alerts and vibrations for that call.

USING THE TELEPHONE


Hands Free

You can turn on the speakerphone built into the telephone during a call. In this mode there is no need to hold the handset. You will hear the third party through the speaker and the microphone will pick up your voice.

During a call, press **OPTION** soft key

Use ▲ and ▼ to scroll through the menu to select
HANDS FREE

Select either the **On** or **Off** Soft key to
activate/deactivate the hands free function

Alternatively, Press  to switch on the hands free mode. Press again to switch off.

USING THE TELEPHONE

Mute Function

If you wish, you can speak privately to someone else in the room with you without your caller overhearing. You will still be able to hear the caller but they cannot hear you during the mute operation.

During a call, press **OPTION** soft key

Use ▲ and ▼ to scroll through the menu to select
MUTE

Select either the **On** or **Off** Soft key to
activate/deactivate the mute function

USING THE TELEPHONE

Hold

You can place a call on hold if required

During a call, press **OPTION** soft key

Use ▲ and ▼ to scroll through the menu to select
HOLD

Select the **OK** to confirm



To go back to the call on hold

During a call, press **OPTION** soft key

Use ▲ and ▼ to scroll through the menu to select
RETRIEVE

Select the **OK** to confirm

Receiving Volume

During a conversation, the  and  keys adjust the ear piece volume level.

USING THE TELEPHONE

Call Timer

Your handset automatically times the duration of every external call. The time is shown during the call and for a few seconds after the call has ended.

Key Lock


When this feature is turned on, all buttons except for




and



will be locked and will not function. You

can use  for answering incoming calls. When you complete the call and hang up, the telephone returns to lock mode. This lock feature is useful to avoid pressing buttons by mistake.

Switch lock On: Press **#** for 3 seconds. The  icon will appear in the LCD display.

Switch lock Off: Press **UNLOCK** followed by **#** for 3 seconds. The  icon disappears from the LCD display.

USING THE TELEPHONE


Start a New Call

You can make a second call while your initial call is placed on hold

During a call, press **OPTION** soft key

Use ▲ and ▼ to scroll through the menu to select
NEW CALL

Dial the number on the keypad.

Press , the number is automatically dialled

Write a SMS

You can write/edit a SMS during a call

During a call, press **OPTION** soft key

Use ▲ and ▼ to scroll through the menu to select
SMS

USING THE TELEPHONE

DTMF Tones


During a call, press **OPTION** soft key

Use ▲ and ▼ to scroll through the menu to select
DTMF

Select either the **On** or **Off** Soft key to
activate/deactivate the DTMF tones

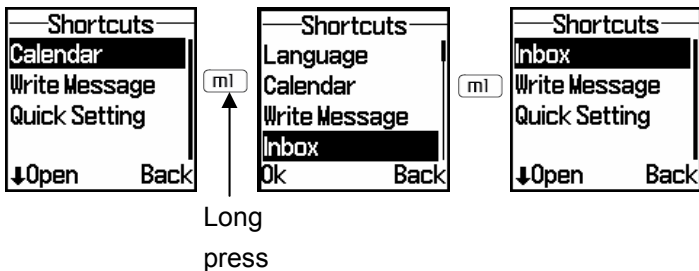
Shortcut List






The three functions that you use most can be defined as shortcuts so that you can access them quickly. Simply press  to access your list of menu options in your shortcut list. This helps to save time and effort finding these menu options buried deep in the menu system.



USING THE TELEPHONE

Change Shortcut List



Press  to access your list of menu options in your shortcut list

There are 3 options on the shortcut list. Use  and  to scroll to find the shortcut you wish to edit

Use  and  to scroll to find the new menu option you wish to add to the menu list

Press **OK** to select

PHONE BOOK

Telephone numbers and names can be stored in the phone book. This is held both on the SIM and in the phone memory. It allows you to store frequently used numbers so that you can easily make a call without having to remember or enter the telephone number. You can search and recall numbers in order to make a call, create a message or use an entry as an emergency contact. The phone book can contain 500 entries. If you try to add a new entry when all the memory is filled, a warning message will be displayed. You will need to delete an existing entry in order to add the new telephone number. The contacts saved in the SIM card memory are indicated by **SIM**. The advantage of saving to SIM means you can transfer the information to another telephone.

PHONE BOOK

Create a Phone Book Entry

Press **MENU** soft key to activate the menu

Use ▲ and ▼ to scroll through the menu to select
PHONEBOOK

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
ADD NEW

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
memory location, either **TO SIM** or **TO PHONE**

Press **OK** soft key to select

Press **EDIT** soft key

Enter the name using the numeric keypad

Press **OK** soft key to confirm

PHONE BOOK

Use ▲ and ▼ to scroll through the menu to select the next field of information to enter e.g. **HOME NUMBER**

Press **EDIT** soft key

Enter the number using the numeric keypad (always include the local area code)

Press **OK** soft key to confirm

Use ▲ and ▼ to scroll through the menu to select another entry context for the contact e.g. **MOBILE NUMBER** .

Press **OK** soft key to confirm. At this point you can add more information for the contact e.g. office number, fax etc.

When satisfied you have entered all the information you can, press **DONE** soft key

SAVE? will be displayed. Select either **YES** or **NO** soft key to save or reject the entry

The numeric keypad also has characters printed on the keys. These characters are used for entering text for the

PHONE BOOK

purposes of phonebook entry and modification, SMS text writing and when searching for contacts in the phone book.

Press each key the relevant number of times to get the letter you need e.g. to get the letter J, press the 5 key once, to get the letter S, press the 7 key four times in quick succession.

To move on to the next letter, wait a few seconds and the cursor will appear | after the last letter you entered. You may now enter the next letter. To switch between upper and lower case use the # key.

Press 0 to insert a space.

You can add punctuation and special features by pressing *. Use # to toggle between different input modes for text entry e.g Capitals, lower case and numbers. Use ▲ and ▼ to scroll through the list and press OK to select and insert.

Character Map

Key	Characters	Key	Characters
1	1	6	MNO6
2	ABC2	7	PQRS7
3	DEF3	8	TUV8
4	GHI4	9	XYZ9
5	JKL5	0	Space 0

PHONE BOOK

Create a Phone Book Entry from Standby

- Enter the number using the numeric keypad
(always include the local area code)
- Press **SAVE** soft key
- Use ▲ and ▼ to scroll through the menu to select
memory location, either **TO SIM** or **TO PHONE**
- Press **OK** soft key to select
- Press **EDIT** soft key
- Enter the name using the numeric keypad
- Press **OK** soft key to confirm
- Continue through the menu until all relevant
information has been entered e.g. home number,
mobile number, fax, office number etc
- Press **DONE** soft key
- SAVE?** will be displayed. Select either **YES** or
NO soft key to save or reject the entry

PHONE BOOK

View Phone Book Entries

Press ▼ to access phonebook

The list of names in the phone book will be displayed

Use ▲ and ▼ to scroll through the list to find the required name or to skip directly to the required number simply press the the first letter of the name



PHONE BOOK

Editing and Deleting A Phone Book Entry

Press **MENU** soft key to activate the menu

Use ▲ and ▼ to scroll through the menu to select
PHONEBOOK

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
SEARCH

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the list to find the
required name or to skip directly to the required
number simply press the the first letter of the name

Press **OPTION** soft key

Options available to be performed on that contact
record are as follows:

VIEW
EDIT

PHONE BOOK

DELETE – delete the entry

COPY (SIM < --- > Phone)

MOVE (SIM < --- > Phone)

SEND MESSAGE - Send a SMS text

SEND vCARD send a visiting card

Perform the option and then confirm

PHONE BOOK

Editing and Deleting All Phone Book Entries

Press **MENU** soft key to activate the menu

Use ▲ and ▼ to scroll through the menu to select
PHONEBOOK

Press **OK** soft key to select

Options available to be performed on the phone book
are as follows:

DELETE ALL – delete all entries (SIM or phone)

COPY ALL– copy all entries (SIM or phone)

Perform the option and then confirm

PHONE BOOK

Phone Book Groups

You can place phone book contacts into groups. These groups can be assigned different ring tones.

Press **MENU** soft key to activate the menu

Use ▲ and ▼ to scroll through the menu to select
PHONEBOOK

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
CALLER GROUP

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select the
type of group you wish to add the contact to e.g.
FAMILY

Use ▲ and ▼ to scroll through the menu to select
MEMBER LIST

Press **OPTION** soft key to select

PHONE BOOK

Use ▲ and ▼ to scroll through the menu to select **ADD** (if there are no members in this group only the **ADD** option is available, you will not have to take **OPTION**)

Select a contact from the phone book (in phone memory) and add it to the group

PHONE BOOK

Editing Phone Book Groups Name

Press **MENU** soft key to activate the menu

Use ▲ and ▼ to scroll through the menu to select
PHONEBOOK

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
CALLER GROUP

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select the
type of group you wish to modify e.g.FAMILY

Press **OK** soft key to select

Press **EDIT** soft key to edit the name

Use the numeric keypad to change the group name

Press **OK** soft key to confirm

PHONE BOOK

Assigning a Ring Tone to a Phone Book Group

Press **MENU** soft key to activate the menu

Use ▲ and ▼ to scroll through the menu to select
PHONEBOOK

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
CALLER GROUP

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select the
type of group you wish to give a specific ring tone to
e.g.FAMILY

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
ASSOCIATE SOUND

PHONE BOOK

Use ▲ and ▼ to scroll through the menu to select new ring tone

Press **OK** soft key to confirm

PHONE BOOK

Phone Book Settings

Press **MENU** soft key to activate the menu

Use ▲ and ▼ to scroll through the menu to select
PHONEBOOK

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
SETTINGS

Press **OK** soft key to select

The following settings are available

MEMORY STATUS

FIELDS – customise the information to be displayed
for each contact in the phone book (saved to phone
memory)

My vCARD
SEND MY CARD
SEND vCARD

SMS

Send a Text Message

A text message using this telephone can contain up to 160 characters. This figure includes spaces.

Press **MENU** soft key to activate the menu

Use ▲ and ▼ to scroll through the menu to select
MESSAGES

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
WRITE MESSAGE

Enter the text message using the numeric keypad (see
Phone book Chapter about entering text using the
numeric keypad)

Press **SEND** soft key

There are 5 different options to perform on your
message:

1) Select **SEND ONLY** followed by **OK** soft key. Dial
the number or **SEARCH** for required number using the
Phone book

SMS

2) Select **SAVE AND SEND** followed by **OK** soft key. Dial the number or **SEARCH** for required number using the Phone book. The text is saved in the **OUTBOX**

3) Select **SAVE** followed by **OK** soft key. The text is saved in the **OUTBOX**

4) Select **SEND TO MANY** followed by **OK** soft key. **SEARCH** for all required numbers using the Phone book.

5) Select **SEND BY GROUP** followed by **OK** soft key. The text is sent to all the contacts included in the group

Receiving a Text Message

On receiving a text, a ringing tone will be audible (see Settings Chapter on how to set ring tone).

NEW MESSAGE will be displayed on the LCD.

Press READ soft key to display the message

SMS

Reviewing Stored Text Messages

Press **MENU** soft key to activate the menu

Use ▲ and ▼ to scroll through the menu to select
MESSAGES

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
INBOX (received text messages are stored in the
Inbox)

Use ▲ and ▼ to scroll through the menu to select the
required message

Press **VIEW** soft key to view the message

Press **OPTION** soft key to see all the options
available that can be performed on this selected text
message.

These options include **REPLY, FORWARD,**
DELETE

SMS

Text Message Settings

Service Centres distribute SMS messages. Your mobile telephone must have the telephone number for the service centre programmed into memory. Generally, on receiving your telephone this will have been set up already by your service provider. If it has not been set up then you can set it up yourself.

SMS Service Centre

Press **MENU** soft key to activate the menu

Use ▲ and ▼ to scroll through the menu to select
MESSAGES

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
MESSAGE SETTINGS

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
PROFILE SETTING

Press **OK** soft key to select

SMS

Use ▲ and ▼ to scroll through the menu to select
PROFILE SETTING

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
NUMBER

Press **EDIT** soft key to select

Enter (or edit the existing) service centre number

Press **OK** soft key to confirm

Delivery Report

You can opt to receive a message confirming that a message you sent has been delivered successfully.

Press **MENU** soft key to activate the menu

Use ▲ and ▼ to scroll through the menu to select
MESSAGES

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
MESSAGE SETTINGS

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
PROFILE SETTING

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
COMMON SETTING

Press **OK** soft key to select

SMS

Use ▲ and ▼ to scroll through the menu to select
DELIVERY REPORT

Use **OK** to toggle between **ON** or **OFF**

Press **DONE** soft key

SAVE? will be displayed. Select either **YES** or
NO soft key to save or reject the entry

SMS

Memory Status

A useful option is to request to see how much memory is occupied and how much is free on both the SIM card and the telephone.

Press **MENU** soft key to activate the menu

Use ▲ and ▼ to scroll through the menu to select
MESSAGES

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
MESSAGE SETTINGS

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
PROFILE SETTING

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
MEMORY STATUS

Press **OK** soft key to view current memory status

SMS

Validity

You can stipulate how long an attempt at delivering a message should be

Press **MENU** soft key to activate the menu

Use ▲ and ▼ to scroll through the menu to select
MESSAGES

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
MESSAGE SETTINGS

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
PROFILE SETTING

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
PROFILE SETTING

Press **OK** soft key to select

SMS

Use ▲ and ▼ to scroll through the menu to select
VALIDITY

Press **CHANGE** soft key

Use ▲ and ▼ to scroll through the menu to select
length of time e.g. **MAXIMUM**

Press **OK** soft key to confirm

QUICK DIAL

Telephone numbers from the phone book can be stored at either of two Quick dial locations (**M1** and **M3**). To dial a quick dial telephone number, simply press and hold the required memory button.

Press **MENU** soft key to activate the menu

Use ▲ and ▼ to scroll through the menu to select
SET M1/M2/M3

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select the
quick dial location
M3 CALL NUMBER

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
FROM PHONEBOOK

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the phone book to find
the required telephone number

Press **OK** soft key to confirm

QUICK DIAL

Emergency Call


You should store a special numbers just in case of an emergency in **M2** e.g. doctor, family member or an emergency call centre. In case of emergency, long press the **M2** to activate a help . The handsfree function will be turned on automatically (this handsfree function can be set to “OFF” by user) when the call is answered.

CALL LIST

Information about all calls is stored on this telephone.
These calls include:

Calls dialled 

Calls received 

Calls not answered 

Making a Call from the Call List

Press  to access the Call List

Use ▲ and ▼ to scroll through the call list

Press , the number is automatically dialled

Viewing an Entry from the Call List

Press  to access the Call List

Use ▲ and ▼ to scroll through the call list

Press **OK**, the call list entry details will be displayed

CALL LIST

If you press the soft key **OPTION**, the following options will be available to be performed on that call list entry:

CLEAR

SAVE

CALL

EDIT

DELETE ALL

If you have missed a call, you will receive a message on the phone's display. Select **READ** you will see a list of all missed calls in the Call List.

VOICE MAIL

The voice mailbox is a network service to which you may need to subscribe. Contact your service provider if in doubt.

If your service provider does give you access to voice mail, the telephone number used to access the voice mail system will normally be set up on your telephone. However, if it is not, it can be set up as follows.

Press **MENU** soft key to activate the menu

Use ▲ and ▼ to scroll through the menu to select
MESSAGES

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
MESSAGE SETTINGS

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
VOICE MAIL

Press **OK** soft key to select

VOICE MAIL

Use ▲ and ▼ to scroll through the menu to select

EMPTY

(number will be displayed if already programmed in)

Press **EDIT** soft key

Type in the voice mail number using the numeric keypad

Press **OK** soft key to confirm

VOICE MAIL

Listening to Voice Mail

Press **MENU** soft key to activate the menu

Use ▲ and ▼ to scroll through the menu to select
MESSAGES

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
MESSAGE SETTINGS

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
VOICE MAIL

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
CONNECT TO VOICE MAIL

Press **OK** soft key to confirm

Or

Simply press **1**. You will be connected to voice mail and be able to listen to your messages.

SERVICES

Please note the services available depend on your service provider

Call Divert

Incoming calls can be diverted to other telephone numbers if required.

Press **MENU** soft key to activate the menu

Use ▲ and ▼ to scroll through the menu to select
PHONE SETTING

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
CALL SETTING

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
CALL DIVERT

Press **OK** soft key to select

SERVICES

Use ▲ and ▼ to scroll through the menu to select the context for forwarding a call

**ALL VOICE CALLS
IF UNREACHABLE
IF NO ANSWER
IF BUSY**

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
ACTIVATE

Press **OK** soft key to confirm

SERVICES

Call Barring

Outgoing and Incoming calls can be stopped if they are to or from a barred telephone number.

Press **MENU** soft key to activate the menu

Use ▲ and ▼ to scroll through the menu to select
PHONE SETTING

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
CALL SETTING

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
CALL BARRING

Use the softkeys to navigate through the menu to define which type of calls to bar e.g. incoming or outgoing etc

SERVICES

Call Waiting

If you receive another call whilst already on a call, you can choose to hear a warning tone to inform you there is a call waiting.

Press **MENU** soft key to activate the menu

Use ▲ and ▼ to scroll through the menu to select
PHONE SETTING

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
CALL SETTING

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
CALL WAITING

Use the softkeys to navigate through the menu to activate/deactivate check the status of call waiting

SERVICES

Automatic Redialling

If a number you call is engaged, the number can be re-dialled automatically

Press **MENU** soft key to activate the menu

Use ▲ and ▼ to scroll through the menu to select
PHONE SETTING

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
CALL SETTING

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
AUTO REDIAL

Use the softkeys to navigate through the menu to activate/deactivate auto redial

SERVICES

SIM Toolkit

This telephone supports the SIM toolkit. This area provides you with information from your SIM card provider.

Press **MENU** soft key to activate the menu

Use ▲ and ▼ to scroll through the menu to select
SIM TOOLKIT

SERVICES

Broadcast Messages

This telephone supports the broadcast messages i.e. information services from your service provider

Press **MENU** soft key to activate the menu

Use ▲ and ▼ to scroll through the menu to select
MESSAGES

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
MESSAGE SETTING

Press **OK** soft key to select

Use ▲ and ▼ to scroll through the menu to select
BROADCAST MESSAGE

OPTIONAL ACCESSORIES

- Desktop charging cradle
- High capacity battery (1050mAh / 750mAh)
- Wired headset with microphone and one touch receive call button

TROUBLESHOOTING

Telephone cannot be switched on

- Check battery is inserted and check that it is inserted correctly

Display is locked when the telephone is switched on

- Enter the PUK to unlock the SIM

No signal icon is displayed

- There is no network connection. Move around to try and get to an area where there may be coverage
- Contact your service provider

Message to say that a function is not possible

- Your service provider might not provide the function in question or you may need to subscribe to that service. Contact the service provider.

No display during the charging process

- The battery charge is very low. Wait a few minutes.

“Insert Sim” message is displayed

- Ensure the SIM is inserted correctly

The battery is discharged quickly or cannot be charged at all.

- Charge the battery for 4 hours
- Place the phone correctly in the charging unit or connect the charging unit properly. Clean the

TROUBLESHOOTING

contact surfaces on the mobile phone and charging unit with a soft, dry cloth.

- Try a new battery

Failure to link to the network

- The signal is too weak, or there may be some radio interference
- Is the SIM card installed incorrectly or damaged? If the SIM card is damaged, please ask your service provider for a replacement.

Cannot make a Call

- Is the SIM card registered to the network
- Is the bar outgoing calls feature enabled

Cannot answer a call:

- Is the bar incoming calls feature enabled
- Is the call diverting function enabled

Nothing happens when you press any button

- Check the the keylock is switched off

SAFETY INFORMATION

General

Only use the power supply included with the product.

Only use the approved rechargeable battery supplied.

Do not open the handset (except to replace the handset batteries) or base. Contact the helpline for all repairs.

Never dispose of batteries in a fire. There is a serious risk of explosion and/ or the release of toxic chemicals.

If you are sure you are not going to use the telephone for over a month, remove the battery

Cleaning

Clean the telephone with a soft cloth. Keep the base and handset charging contacts clean. Never use polishes or cleaning agents - they could damage the finish or the electrics inside.

SAFETY INFORMATION

Environmental

Do not expose to direct sunlight.

Always ensure there is a free flow of air over the surfaces of the telephone.

Do not place any part of your product in water and do not use it in damp or humid conditions e.g. bathrooms.

Do not expose your product to fire or other hazardous conditions.

The telephone is designed for working within a temperature range of 5°C to 45°C.

SAFETY INFORMATION

Operating environment

Remember to follow any special regulations in force in any area, and always switch off your device when its use is prohibited or when it may cause interference or danger. Use the device only in its normal operating positions. This device meets RF exposure guidelines when used either in the normal use position against the ear or when positioned at least 15 centimeters (5/8 inches) away from the body. When a carry case, belt clip or holder is used for body-worn operation, it should not contain metal and should position the device the above-stated distance from your body.

To transmit data files or messages, this device requires a quality connection to the network. In some cases, transmission of data files or messages may be delayed until such a connection is available. Ensure that the above separation distance instructions are followed until the transmission is completed. Parts of the device are magnetic. Metallic materials may be attracted to the device. Do not place credit cards or other magnetic storage media near the device, because information stored on them may be erased.

SAFETY INFORMATION

Medical devices

Operation of any radio transmitting equipment, including wireless phones, may interfere with the functionality of inadequately protected medical devices. Consult a physician or the manufacturer of the medical device to determine if they are adequately shielded from external RF energy or if you have any questions. Switch off your device in health care facilities when any regulations posted in these areas instruct you to do so. Hospitals or health care facilities may be using equipment that could be sensitive to external RF energy.

Pacemakers

Pacemaker manufacturers recommend that a minimum separation of 15.3 centimeters (6 inches) be maintained between a wireless phone and a pacemaker to avoid potential interference with the pacemaker. These recommendations are consistent with the independent research by and recommendations of Wireless Technology Research. Persons with pacemakers should do the following:

- Always keep the device more than 15.3 centimeters (6 inches) from the pacemaker
- Do not carry the device in a breast pocket
- Hold the device to the ear opposite the pacemaker to minimize the potential for interference.
- If you suspect interference, switch off your device, and move the device away.

SAFETY INFORMATION

Vehicles

RF signals may affect improperly installed or inadequately shielded electronic systems in motor vehicles such as electronic fuel injection systems, electronic antiskid (antilock) braking systems, electronic speed control systems, and air bag systems. For more information, check with the manufacturer, or its representative, of your vehicle or any equipment that has been added.

Only qualified personnel should service the device, or install the device in a vehicle. Faulty installation or service may be dangerous and may invalidate any warranty that may apply to the device. Check regularly that all wireless device equipment in your vehicle is mounted and operating properly. Do not store or carry flammable liquids, gases, or explosive materials in the same compartment as the device, its parts, or enhancements. For vehicles equipped with an air bag, remember that air bags inflate with great force. Do not place objects, including installed or portable wireless equipment in the area over the air bag or in the air bag deployment area. If in-vehicle wireless equipment is improperly installed, and the air bag inflates, serious injury could result.

Using your device while flying in aircraft is prohibited. Switch off your device before boarding an aircraft. The use of wireless teledevices in an aircraft may be dangerous to the operation of the aircraft, disrupt the wireless telephone network, and may be illegal.

SAFETY INFORMATION

Potentially explosive environments

Switch off your device when in any area with a potentially explosive atmosphere, and obey all signs and instructions. Potentially explosive atmospheres include areas where you would normally be advised to turn off your vehicle engine. Sparks in such areas could cause an explosion or fire resulting in bodily injury or even death. Switch off at refuelling points such as near gas pumps at service stations. Observe restrictions on the use of radio equipment in fuel depots, storage, and distribution areas; chemical plants; or where blasting operations are in progress. Areas with a potentially explosive atmosphere are often, but not always, clearly marked. They include below deck on boats, chemical transfer or storage facilities, vehicles using liquefied petroleum gas (such as propane or butane), and areas where the air contains chemicals or particles such as grain, dust, or metal powders.

SAFETY INFORMATION

Read these simple guidelines. Not following them may be dangerous or illegal. Read the complete user guide for further information.

SWITCH ON SAFELY

Do not switch the device on when wireless phone use is prohibited or when it may cause interference or danger.

ROAD SAFETY COMES FIRST

Obey all local laws. Always keep your hands free to operate the vehicle while driving. Your first consideration while driving should be road safety.

INTERFERENCE

All wireless devices may be susceptible to interference, which could affect performance.

SWITCH OFF IN HOSPITALS

Follow any restrictions. Switch the device off near medical equipment.

SWITCH OFF IN AIRCRAFT

Follow any restrictions. Wireless devices can cause interference in aircraft.

SWITCH OFF WHEN REFUELLING

Do not use the device at a refuelling point. Do not use near fuel or chemicals.

SAFETY INFORMATION

SWITCH OFF NEAR BLASTING

Follow any restrictions. Do not use the device where blasting is in progress.

USE SENSIBLY

Use only in the normal position as explained in the product documentation. Do not touch the antennas unnecessarily.

QUALIFIED SERVICE

Only qualified personnel may install or repair this product.

ENHANCEMENTS AND BATTERIES

Use only approved enhancements and batteries. Do not connect incompatible products.

WATER-RESISTANCE

Your device is not water-resistant. Keep it dry.

BACK-UP COPIES

Remember to make back-up copies or keep a written record of all-important information.

CONNECTING TO OTHER DEVICES

When connecting to any other device, read its user guide for detailed safety instructions. Do not connect incompatible products.

SAFETY INFORMATION

EMERGENCY CALLS

Ensure the phone function of the device is switched on and in service. Press the end key as many times as needed to clear the display and return to the standby mode. Enter the emergency number, then press the call key. Give your location. Do not end the call until given permission to do so. About your device the wireless device described in this guide is approved for use on the EGSM900/1800. Contact your service provider for more information about networks. When using the features in this device, obey all laws, and respect privacy and legitimate rights of others.



Warning: To use any features in this device, other than the alarm clock, the device must be switched on. Do not switch the device on when wireless device use may cause interference or danger.

HEARING AID INFORMATION

Some phones are measured for compatibility with hearing aids. If the box for your particular model has "Rated for Hearing Aids" printed on it, the following explanation applies. When some mobile phones are used near some hearing devices (hearing aids and cochlear implants), users may detect a buzzing, humming, or whining noise. Some hearing devices are more immune than others to this interference noise, and phones also vary in the amount of interference they generate. The wireless telephone industry has developed ratings for some of their mobile phones, to assist hearing device users in finding phones that may be compatible with their hearing devices. Not all phones have been rated. Phones that are rated have the rating on their box or a label on the box. The ratings are not guarantees. Results will vary depending on the user's hearing device and hearing loss. If your hearing device happens to be vulnerable to interference, you may not be able to use a rated phone successfully. Trying out the phone with your hearing device is the best way to evaluate it for your personal needs.

CERTIFICATION INFORMATION

THIS MOBILE DEVICE MEETS GUIDELINES FOR EXPOSURE TO RADIO WAVES.

Your mobile device is a radio transmitter and receiver. It is designed not to exceed the limits for exposure to radio waves recommended by international guidelines. These guidelines were developed by the independent scientific organization ICNIRP and include safety margins designed to assure the protection of all persons, regardless of age and health.

The exposure guidelines for mobile devices employ a unit of measurement known as the Specific Absorption Rate or SAR. The SAR limit stated in the ICNIRP guidelines is 2.0 watts/kilogram (W/kg) averaged over 10 grams of tissue. Tests for SAR are conducted using standard operating positions with the device transmitting at its highest certified power level in all tested frequency bands. The actual SAR level of an operating device can be below the maximum value because the device is designed to use only the power required to reach the network. That amount changes depending on a number of factors such as how close you are to a network base station. The highest SAR value under the ICNIRP guidelines for use of the device at the ear SAR measurements : Less than 0.526 W/kg.

Use of device accessories and enhancements may result in different SAR values. SAR values may vary depending on national reporting and testing requirements and the network band.

NETWORK SERVICES

To use the phone you must have service from a wireless service provider. Many of the features in this device depend on features in the wireless network to function. These network services may not be available on all networks or you may have to make specific arrangements with your service provider before you can utilize network services. Your service provider may need to give you additional instructions for their use and explain what charges will apply. Some networks may have limitations that affect how you can use network services. For instance, some networks may not support all language-dependent characters and services.

Your service provider may have requested that certain features be disabled or not activated in your device. If so, they will not appear on your device menu. Your device may also have been specially configured. This configuration may include changes in menu names, menu order and icons. Contact your service provider for more information.



Warning: Use only batteries, chargers, and enhancements approved by Manufacturer for use with this particular model. The use of any other types may invalidate any approval or warranty, and may be dangerous.

For availability of approved enhancements, please check with your dealer. When you disconnect the power cord of any enhancement, grasp and pull the plug, not the cord.

Your device and its enhancements may contain small parts. Keep them out of reach of small children.

GUARANTEE

From the moment your Geemarc product is purchased, Geemarc guarantee it for the period of one year. During this time, all repairs or replacements (at our discretion) are free of charge. Should you experience a problem then contact our help line or visit our website at www.geemarc.com. The guarantee does not cover accidents, negligence or breakages to any parts. The product must not be tampered with or taken apart by anyone who is not an authorized Geemarc representative. The Geemarc guarantee in no way limits your legal rights.

IMPORTANT: YOUR RECEIPT IS PART OF YOUR GUARANTEE AND MUST BE RETAINED AND PRODUCED IN THE EVENT OF A WARRANTY CLAIM.

Please note: The guarantee applies to the United Kingdom only

DECLARATION: Geemarc Telecom SA hereby declares that this product is in compliance with the essential requirements and other relevant provisions of the Radio and Telecommunications Terminal Equipment Directive 1999/5/EEC and in particular article 3 section 1a, 1b and section 2.

The declaration of conformity may be consulted at www.geemarc.com



GUARANTEE

Electrical connection: The apparatus is designed to operate from a 230V 50Hz supply only. (Classified as 'hazardous voltage' according to EN60950 standard). The apparatus does not incorporate an integral power on/off switch. To disconnect the power, either switch off supply at the mains power socket or unplug the AC adaptor. When installing the apparatus, ensure that the mains power socket is readily accessible.

RECYCLING DIRECTIVES

The WEEE (Waste Electrical and Electronic Equipment) has been put in place for the products at the end of their useful life are recycled in the best way.

When this product is finished with, please do not put it in your domestic waste bin.

Please use one of the following disposal options:

- Remove the batteries and deposit them in an appropriate WEEE skip. Deposit the product in an appropriate WEEE skip.

- Or, hand the old product to the retailer. If you purchase a new one, they should accept it.

Thus if you respect these instructions you ensure human health and environmental protection.



For product support and help visit our website at

www.geemarc.com

Telephone 01707 384438

Or fax 01707 372529



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