Operating Instructions

Proprietary Telephone for KX-T30810

Integrated Telephone System
Model No. KX-T30850
EASA-Phone

Panasonic
Please read before use.
Thank you for purchasing the Panasonic Telephone.

Features

- Designed Exclusively for Electronic Modular Switching Systems except KX-T616 and KX-T616D.

- 3 Programmable Soft Buttons for one-touch access to system features such as automatic call-back and paging. Can also store numbers for automatic dialing.

- Call Transfer switches either outside or internal calls to another extension.

- Electronic Hold allows ordinary and exclusive hold, which doesn’t allow another extension to pick up the call. Holds up to 3 CO lines and one extension at once.

- CO Line BLF indicates status of each CO line and lets you connect to a CO line by pressing a CO line button.

- 3-Way Conference lets you converse with two parties simultaneously whether they are internal or external calls.

- Last Number Redial lets you dial the last number dialed, up to 32 digits long, at the touch of LNR button.

- Speed Dialing allows you to dial up to 100 32-digit telephone numbers (programmed in the system).

- On-Hook Dialing with monitor speaker lets you dial without lifting the handset.

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Accessories

- Extension line cord ............... 1
- Handset ............................ 1
- Handset cord ...................... 1

For further details, see the Installation Manual.
## Quick Reference Card

### TO MAKE CALLS

- Lift the handset or press the MONITOR button first.
- After finishing your conversation, hang up the handset.

<table>
<thead>
<tr>
<th>INTER OFFICE CALLING (Intercom)</th>
<th>Dial extension no. (11 through 18)</th>
</tr>
</thead>
<tbody>
<tr>
<td>OUTWARD DIALING</td>
<td></td>
</tr>
<tr>
<td><strong>Individual Line Access</strong></td>
<td><strong>Dial phone number</strong></td>
</tr>
<tr>
<td>• You may dial 81 through 83 instead of pressing the CO button.</td>
<td></td>
</tr>
<tr>
<td><strong>Automatic Line Access</strong></td>
<td><strong>WXY 9</strong></td>
</tr>
<tr>
<td></td>
<td><strong>Dial phone number</strong></td>
</tr>
<tr>
<td>SPEED DIALING</td>
<td></td>
</tr>
<tr>
<td><strong>AUTO MEMORY</strong></td>
<td><strong>Dial speed access code (00 through 99)</strong></td>
</tr>
<tr>
<td>ONE TOUCH DIALING</td>
<td>(Press the PROGRAMMABLE FEATURE button.)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CALLING DOORPHONE</th>
<th>For doorphone 1</th>
<th>For doorphone 2</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DEF 3 1</strong></td>
<td><strong>DEF 3 ABC</strong></td>
<td></td>
</tr>
</tbody>
</table>

### WHEN A LINE IS BUSY

<table>
<thead>
<tr>
<th>AUTOMATIC CALL BACK BUSY</th>
<th>CO <strong>Hear a busy tone</strong> MNO 6 <strong>Hang up handset or press &quot;MONITOR&quot;</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>For Outside Calls</td>
<td>Dial extension no. (11 through 18) <strong>Hang up handset or press &quot;MONITOR&quot;</strong></td>
</tr>
<tr>
<td>For Intercom Calls</td>
<td></td>
</tr>
</tbody>
</table>

| BUSY STATION SIGNALING           | Dial extension no. (11 through 18) **Hear a busy tone 1** |

| LAST NUMBER REDIAL               | Lift handset or press "MONITOR" |

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- 2 -
### TO RECEIVE CALLS

<table>
<thead>
<tr>
<th>ANSWER</th>
<th>Lift handset</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>DIAL CALL PICKUP</th>
<th>Lift handset</th>
<th><strong>GHI</strong></th>
<th><strong>SPE</strong></th>
<th><strong>P</strong></th>
<th><strong>0</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>• You may dial the ringing extension number instead of 0.</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### WHILE HAVING A CONVERSATION

#### HOLD-CO

**Call On Hold**

- **To place call on hold**
  - [Diagram]

- **To retrieve at the holding extension**
  - **CO**
  - **• Press the CO button whose indicator is flashing slowly (green color).**

- **To retrieve from another extension**
  - **CO**
  - **• Press the CO button whose indicator is flashing slowly (red color).**

- **Call on Exclusive Hold**
  - **To place call on hold**
    - [Diagram]

  - **To retrieve**
    - [Diagram]
    - **• Press the CO button whose indicator is flashing in groups of 2 (green color).**

#### HOLD-INTERCOM

**Call on Hold**

- **To place call on hold**
  - [Diagram]

- **To retrieve at the holding extension**
  - **ICM MEMORY IND**
  - **JKL 5**
  - **Dial holding extension no. (11 through 18)**

- **Call on Exclusive Hold**
  - **To place call on hold**
    - [Diagram]

  - **To retrieve**
    - [Diagram]
### Panasonic

**Quick Reference Card**

#### WHILE HAVING A CONVERSATION

<table>
<thead>
<tr>
<th>CONFERENCES</th>
<th>CONF</th>
<th>Dial 2nd party</th>
<th>Consult with 2nd party</th>
<th>CONF</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>CALL WAITING</th>
<th>To Terminate the Original Call and Talk to the New Caller</th>
<th>Hear a call waiting tone</th>
<th>CO or ICM MEMORY IND</th>
<th>Talk</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>To Place the Original Call on Hold and Talk to the New Caller</td>
<td>Hear a call waiting tone</td>
<td>HOLD</td>
<td>CO or ICM MEMORY IND</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Consult with new caller while original call is on hold</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CALL TRANSFER</th>
<th>Dial extension no. (11 through 18)</th>
<th>Announce and wait for answer</th>
<th>Hang up</th>
</tr>
</thead>
<tbody>
<tr>
<td>To Transfer after the Other Extension Answers</td>
<td>TRANSFER</td>
<td></td>
<td></td>
</tr>
<tr>
<td>To Transfer without Announcing to the Other Extension</td>
<td>TRANSFER</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### PAGING

Lift the handset first.

<table>
<thead>
<tr>
<th>PAGING ALL EXTENSIONS</th>
<th>DEF 3</th>
<th>GHI 4</th>
<th>Hear 1 beep</th>
<th>Page</th>
<th>Wait for answer and talk</th>
</tr>
</thead>
<tbody>
<tr>
<td>To Access</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PAGING GROUP</th>
<th>DEF 3</th>
<th>JKL 5</th>
<th>Hear 1 beep</th>
<th>Page</th>
<th>Wait for answer and talk</th>
</tr>
</thead>
<tbody>
<tr>
<td>For pickup group 1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>To Access</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PAGING-EXTERNAL</th>
<th>DEF 3</th>
<th>DEF 3</th>
<th>Hear 1 beep</th>
<th>Page</th>
<th>Wait for 1 beep and talk</th>
</tr>
</thead>
<tbody>
<tr>
<td>To Access</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PAGING AND TRANSFER</th>
<th>TRANSFER</th>
<th>DEF 3</th>
<th>GHI 4</th>
<th>Hear 1 beep</th>
<th>Page</th>
<th>Wait for answer and hang up</th>
</tr>
</thead>
<tbody>
<tr>
<td>To Transfer Call to Paged Person</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- You may dial 33 instead of 34.
- You need not to lift the handset first.

<table>
<thead>
<tr>
<th>ANSWER</th>
<th>GHI 4</th>
<th>DEF 3</th>
<th>Hear 1 beep</th>
<th>Talk</th>
</tr>
</thead>
</table>
## OTHER FEATURES

- Lift the handset or press the MONITOR button first.
- After hearing confirmation tone (1 or 2 beeps), hang up the handset or press the MONITOR button.

<table>
<thead>
<tr>
<th>Feature</th>
<th>To enable</th>
<th>To cancel</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>BACKGROUND MUSIC</strong></td>
<td><strong>PRS 7 JKL 5 1 #</strong></td>
<td><strong>PRS 7 JKL 0 OPER #</strong></td>
</tr>
<tr>
<td><strong>CALL FORWARDING</strong></td>
<td><strong>Setting</strong></td>
<td><strong>To cancel</strong></td>
</tr>
<tr>
<td></td>
<td><strong>PRS 7 1</strong> Dial extension no.</td>
<td><strong>PRS 7 OPER 0 #</strong></td>
</tr>
<tr>
<td></td>
<td>(11 through 18)</td>
<td></td>
</tr>
<tr>
<td><strong>DIAL CALL PICKUP DENY</strong></td>
<td><strong>Setting</strong></td>
<td><strong>To cancel</strong></td>
</tr>
<tr>
<td></td>
<td><strong>PRS 7 DEF 3 1 #</strong></td>
<td><strong>PRS 7 DEF 0 OPER #</strong></td>
</tr>
<tr>
<td><strong>DO NOT DISTURB</strong></td>
<td><strong>Setting</strong></td>
<td><strong>To cancel</strong></td>
</tr>
<tr>
<td></td>
<td><strong>PRS 7 1 1 OPER #</strong></td>
<td><strong>PRS 7 OPER 0 #</strong></td>
</tr>
<tr>
<td><strong>TO CANCEL FEATURES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>PRS 7 WXY 9 #</strong></td>
<td></td>
</tr>
</tbody>
</table>

- Following features can be canceled. Dial Call Pickup Deny, Do Not Disturb, Call Forwarding, Background Music, Data Line Security.
Contents

Preparation .................. 7
Location of Controls ................. 8
Basic Operation
To Make Calls
   Inter Office Calling
      (Intercom) .................. 9
   Outward Dialing ................. 10
   Speed Dialing .................. 11
   One Touch Dialing ................. 11
   Calling Doorphone ................. 13

When a Line is Busy
   Automatic Call Back Busy
      (Camp-on) .................. 14
   Busy Station Signaling ............... 14
   Last Number Redial ................ 14

To Receive Calls
   Answer ...................... 15
   Dial Call Pickup ................. 15
   Directed Call Pickup ............... 15
   Call Park Retrieve ................. 16
   Doorphone ...................... 16

While Having a Conversation
   Hold-CO ................... 17
   Hold-Intercom .................. 18
   Conference ................... 19
   Call Waiting .................. 20
   Call Splitting—Between
      CO and Intercom ............... 21
   Call Splitting—Intercom ............ 21
   Call Transfer .................. 22

Paging
   Paging All Extensions ............... 23
   Paging Group .................. 23
   Paging-External .................. 24
   Paging and Transfer ............... 24
   Answer ...................... 24

Detailed Operation
Use of Other Features
   Background Music .................. 25
   External Feature Access ............ 25
   One Touch Access
      for System Features ............... 26
   Monitor Operation ................. 27
   Pulse/Tone Conversion ............... 28
   Intercom Alerting Mode .............. 28

Station Programming
   Call Forwarding .................. 29
   Data Line Security ................. 29
   Dial Call Pickup Deny ............... 30
   Do Not Disturb .................. 30
   Station Program Clear .............. 31
   Example of Operation ............... 32
   Busy Lamp Field .................. 35
   Table of System Features ......... 36

General Information
   Troubleshooting Guide ............... 37
   Wall Mounting .................. 38
   Others ...................... 39
   Important Information ............... 39
   Accessory Order
      Information .................. 40
   Servicenter Directory ............. 40
   Warranty ................ back cover
Preparation

1. Connect as shown.

   ![Diagram of connection]

   • When power failure takes place, we recommend to use a standard telephone or KX-T30830 as extension 11, 12 or 13 because the KX-T30850 will not operate.
   • Even if this unit is connected to telephone line (central office line), this unit will not operate.

2. **RINGER VOLUME Selector:**
   Set to "HIGH":
   LOW: The ringing sound will be low.
   OFF: The telephone will not ring.

3. **MEMORY Switch:**
   Set to "SET".

If the unit does not operate properly, disconnect the unit from the extension line cord and then connect again.
Location of Controls

For your convenience, keep this page open when you read the following instructions.

TRANSFER/CLEAR Button

PROGRAMMABLE FEATURE Buttons

NUMBER Card
(Write your telephone number.)

MEMORY Card
(Write speed access codes, names (see page 11) and system features (see page 26). Quick reference is printed on the Memory card.)

TELEPHONE NUMBER Card and Card Cover
(After writing numbers on the card, place the Card Cover from the side of the ICM button again. Twist the cover a little and place the two hooks which exist in the middle of the cover. You can also use the reverse side to write the desired CO line numbers.)

CENTRAL OFFICE (CO) LINE Buttons and Indicators

MONITOR VOLUME CONTROL

AUTO/MEMORY Button

PAUSE Button

INTERCOM (ICM) Button and ICM/MEMORY Indicator

MONITOR Button

-8-
To Make Calls

Inter Office Calling (Intercom)

Station to station dialing within the KX-T30810 system.

**Using the Handset**

LIFT THE HANDSET  
DIAL THE EXTENSION NUMBER (11 through 18)  
TALK  
HANG UP

**On-hook Calling**

PRESS "MONITOR"  
DIAL THE EXTENSION NUMBER (11 through 18)  
WHEN THE OTHER PARTY ANSWERS, LIFT THE HANDSET  
TALK  
HANG UP

- You may press the ICM button instead of the MONITOR button.
- The ICM indicator will be lit (green color) while using the unit.

When you converse with the other party through KX-T30850, use the handset by all means. You can hear the other party’s voice but the other party can not hear your voice in the on-hook mode (see “Monitor Operation” on page 27).
Outward Dialing

Any of the 3 CO's may be directly selected.

- **Individual Line Access**

  - **LIFT THE HANDSET**
  - **PRESS “CO”**
  - **WAIT FOR THE C.O. DIAL TONE**
  - **DIAL THE PHONE NUMBER**
  - **HANG UP WHEN THE CONVERSATION IS COMPLETED**

  **or**

  - **PRESS “CO”**
  - **WAIT FOR THE C.O. DIAL TONE**
  - **DIAL THE PHONE NUMBER**
  - **WHEN THE OTHER PARTY ANSWERS, LIFT THE HANDSET**
  - **HANG UP WHEN THE CONVERSATION IS COMPLETED**

- You may dial 9 or 81 through 83 instead of the CO button. In this case, you must lift the handset or press the MONITOR button first.
  9: Each extension can automatically select an idle CO (Central Office) line within the KX-T30810.

  81 through 83:
  Any of the 3 CO lines may be selected by dial access.
  81: line access number of CO 1
  82: line access number of CO 2
  83: line access number of CO 3

- You can not use the CO button whose indicator has been already lighting (red color) since anyone is using the CO line.
- The CO indicator will be lit (green color) at your extension and lit (red color) at other extensions.

Each extension can access new CO line without hanging up.

While having a conversation:

- The original conversation will be terminated and new CO line can be accessed.
To Make Calls (cont.)

Speed Dialing

There are 100 memory locations of system speed dialing available.

LIFT THE HANDSET OR PRESS "MONITOR"
PRESS "AUTO"
DIAL THE SPEED ACCESS CODE (00 through 99)

- You may press the CO button to select the CO line directly after lifting the handset or pressing the MONITOR button.

One Touch Dialing

There are 3 memory locations for automatic dialing available.
Up to 32 digits can be stored into each memory location (PROGRAMMABLE FEATURE button).

For your convenience, program private phone numbers into the KX-T30850.

Programming

- Be sure the handset is in the cradle, the MONITOR button is off and a call is not reaching.
- Set the MEMORY switch of the KX-T30850 to "PROGRAM".
  In this case, the MEMORY indicator will flash slowly.

Storage

PRESS "PROGRAMMABLE FEATURE" (F1 through F3)
DIAL "9"
DIAL THE PHONE NUMBER
PRESS "MEMORY"

- You may dial 81 through 83 instead of 9.
  9...Each extension can automatically select an idle CO line.
  81 through 83...Each extension can select a CO line designated.

- 9 or 81 through 83 must be dialed for storage.
- You may program "*", ",", "FLASH" and "PAUSE".
  (For further details, see pages 25 and 28.)
- When the PROGRAMMABLE FEATURE button is pressed, the MEMORY indicator will go out and the MEMORY indicator will flash slowly again when the MEMORY button is pressed.
To Correct an Error while Programming

- After pressing the CLEAR button, re-program the correct number.

- The TRANSFER button is used as the CLEAR button.

To Change a Stored Number

Repeat “Storage” on page 11.

To Confirm a Stored Number

Repeat programming the same number into the same station.
When the MEMORY button is pressed, a beep will be heard.
- two beeps .......... storage is correct
- one beep .......... storage is incorrect.
Repeat the procedure of programming.

To Erase after Programming

- The TRANSFER button is used as the CLEAR button.

After programming all the numbers, return the MEMORY switch to “SET”.
In this case, the MEMORY indicator will go out.
To Make Calls (cont.)

**Dialing**

LIFT THE HANDSET OR PRESS "MONITOR"

PRESS "PROGRAMMABLE FEATURE"

You may press the CO button to select the CO line directly after lifting the handset or pressing the MONITOR button.

**Calling Doorphone**

Up to two doorphone (VA-20861) can be connected to the KX-T30810.

- **Doorphone 1**
  
  LIFT THE HANDSET OR PRESS "MONITOR"
  
  DIAL "31"

- **Doorphone 2**
  
  LIFT THE HANDSET OR PRESS "MONITOR"
  
  DIAL "32"
When a Line is Busy

Automatic Call Back Busy (Camp-on)

If the intercom extension or outside line (trunk) you have dialed is busy, you will be automatically called back when the extension or the outside line (trunk) becomes free using this function. This feature is also known as camp-on.

For outside (trunk) calls

For intercom calls

When hearing the ring back on intercom calls or an outside call, lift the handset or press the MONITOR button.

- If you make or receive a call during camp-on mode, the camp-on mode will be canceled.

Busy Station Signaling

If the extension you have dialed is busy, you can inform that extension that another intercom call is reaching by three beeps. For use of this feature, the other extension is required to be set this feature beforehand in the KX-T30810.

- To answer your signaling, see “Call Waiting” on page 20.

- While the other party is using a data terminal equipment, you may not be able to use this feature.

- If a busy tone is heard after dialing 1, it indicates that the other party has not set this feature.

Last Number Redial

The last phone number dialed on an outgoing CO can be redialed.

- You may press the CO button to select the CO line directly after lifting the handset or pressing the MONITOR button.
To Receive Calls

Answer

- LIFT THE HANDSET

- When “Automatic Answering Selection” feature is selected “manual” mode in the KX-T30810 and outside call reaches, lift the handset and then press the CO button whose indicator is flashing (red color) quickly.

- You can distinguish a CO call, an Intercom call or a Doorphone call by a kind of ring tones. For further details, see page 5-6 in INSTALLATION MANUAL.

Dial Call Pickup

Through the use of this feature, an extension user can answer any ringing extension within their own pickup group.

- LIFT THE HANDSET

- DIAL "40"

Directed Call Pickup

An extension may answer an incoming call that is ringing at another extension regardless of the pickup group.

- LIFT THE HANDSET

- DIAL "4"

- DIAL THE RINGING EXTENSION NUMBER
Call Park Retrieve

Allows extension user to retrieve a call (intercom or outside) on hold at any extension.

■ To Park a Call

PRESS "HOLD"  REPLACE THE HANDSET

See "Call on Hold" on pages 17 and 18.

■ To Retrieve a Parked Call at Any Extension

LIFT THE HANDSET  DIAL "5"  DIAL PARKED EXTENSION NUMBER

Doorphone

This feature is required to be set beforehand in the KX-T30810. For programming, see page 2-30 in INSTALLATION MANUAL.

■ For Answering Doorphones

LIFT THE HANDSET

When you want to make an outside call while an outside call is reaching, press the CO button.
While Having a Conversation

Hold-CO

Call on Hold
If you wish to leave your phone unattended but want the caller you are in conversation with to wait, call hold may be used. Outside calls may be placed on hold.

- The indicator of the CO button which is on hold will flash slowly (green color).
- The indicator of the CO button which is on hold will flash slowly (red color) at other extensions.

■ To Retrieve a Call on Hold

PRESS "CO"
- Press the CO button whose indicator is flashing slowly (green color).

■ To Retrieve a Call on Hold from Another Extension

LIFT THE HANDSET PRESS "CO"
- Press the CO button whose indicator is flashing slowly (red color).

or

LIFT THE HANDSET DIAL "5" DIAL THE HOLDING EXTENSION NUMBER
Hold-CO

Call on Exclusive Hold
Calls on exclusive hold cannot be released by any extensions other than the phone which placed the call on hold.

- Press "HOLD"

- The indicator of the CO button which is on hold will flash in groups of 2 (green color).
- The indicator of the CO button which is on hold will light (red color) at other extensions.

■ To Retrieve

- Press the CO button whose indicator is flashing in groups of 2 (green color).

Hold-Intercom

Call on Hold
Extension user can place an intercom call on hold. An Intercom hold can be activated on one extension only.

- Press "HOLD"

- 2 beeps

- The ICM indicator will flash slowly.

■ To Retrieve a Call on Hold

- The ICM indicator will be on.

■ To Retrieve a Call on Hold from Another Extension

- Lift the handset
- Dial "5"
- Dial the holding extension number
Hold-Intercom

Call on Exclusive Hold
Calls on exclusive hold can not be released by any extensions other than the phone which placed the call on hold. An Intercom hold can be activated on one extension only.

- The ICM indicator will flash in groups of 2.

To Retrieve

ICM MEMORY IND
PRESS "ICM"

Conference

Allows for up to a three party conference, (2-outside/1-inside), (1-outside/2-inside) or (3-inside).

- You may press the HOLD button instead of the CONFERENCE button first.

To Terminate One Caller and Talk to the Another Caller

- If both the conference parties are on the CO line; Press the CO button to talk to the desired party.
- If both the conference parties are on the extension; Press the ICM button. You will be connected to the first participant.
- If the conference parties are on the CO line and extension; To talk to the CO party, press the CO button. To talk to the extension party, press the ICM button.
Call Waiting

Call Waiting Tone during a conversation indicates there is a new incoming CO call or Intercom call. This feature is required to be set beforehand in the KX-T30810. For programming, see page 2-24 in INSTALLATION MANUAL.

If a call waiting tone is heard and the CO or ICM indicator does not flash, this tone indicates a call waiting tone by special company service. In this case, see “Call Waiting—Outside Line” on page 25.

■ To Terminate the Original Call and Talk to the New Caller

- \( \ldots \) 3 beeps
- WILL HEAR A CALL WAITING TONE
- PRESS "CO" OR "ICM" WHOSE INDICATOR IS FLASHING QUICKLY (The original call is now terminated.)
- TALK

■ To Place the Original Call on Hold and Talk to the New Caller

- \( \ldots \) 3 beeps
- WILL HEAR A CALL WAITING TONE
- PRESS "HOLD" (The dial tone is not heard.)
- CONSULT WITH THE NEW CALLER WHILE THE ORIGINAL CALL IS ON HOLD
- PRESS "ICM" TO TERMINATE THE 2ND CALL AND TO RETURN TO THE ORIGINAL CALL

- \( \ldots \) \( \text{HOLD} \)
- CONSULT WITH THE NEW CALLER WHILE THE ORIGINAL CALL IS ON HOLD
- PRESS "CO" OR "ICM" WHOSE INDICATOR IS FLASHING QUICKLY

- \( \ldots \) \( \text{HOLD} \)
- CONSULT WITH THE NEW CALLER WHILE THE ORIGINAL CALL IS ON HOLD
- PRESS "CO" OR "ICM" WHOSE INDICATOR IS FLASHING QUICKLY

If both original call and new call are intercom calls:
(The ICM indicator will change lighting into flashing quickly when new call reaches.)

If original call is CO call, and new call is CO call or intercom call:
If original call is intercom call and new call is CO call:
While Having a Conversation

Call Splitting—Between CO and Intercom

Allows an extension user to alternate between a CO party and an Intercom party.

- Press "HOLD" to place 1st party on hold.
- Dial 2nd party.
- Consult with the 2nd party while the 1st party is on hold.
- Press "HOLD" to place the 2nd party on hold.

- Press "CO" or "ICM" whose indicator is flashing slowly.
- Consult with the 1st party.
- Press "HOLD" to place the 1st party on hold.

- Press "ICM" or "CO" whose indicator is flashing slowly.
- Consult with the 2nd party.

- To release the call splitting mode, press the CO or ICM button without pressing the HOLD button. Conversation will be terminated and call on hold will be returned to conversation.

Call Splitting—Intercom

Allows an extension user to alternate between two intercom parties.

- Press "HOLD" to place 1st party on hold.
- Dial 2nd party.
- Consult with the 2nd party while the 1st party is on hold.
- Press "HOLD" to place the 2nd party on hold.

- Press "HOLD" to place the 1st party on hold.
- Consult with the 2nd party.

- To release the call splitting mode, press the ICM button instead of the HOLD button. Conversation will be terminated and call on hold will be returned to conversation.
Call Transfer

Outside calls or intercom calls may be transferred to any extension manually.

■ To Transfer after the Other Extension Answers

- Press "TRANSFER"
- Dial the extension number (11 through 18)
- Announce and wait for an answer
- Hang up

• When busy, you may access the other extension by dialing 1. Also you may return to the calling party by pressing the CO or ICM button whose indicator is flashing slowly (green color).

■ To Transfer without Announcing to the Other Extension

- Press "TRANSFER"
- Dial the extension number
- Hang up

■ To Retrieve the Call

If the other extension did not receive the transferred call within 30 seconds after the call has been transferred, the call will return to you. In this case:
While the ring back is hearing,

- Lift the handset to return to the calling party

■ To change the party to whom a call is transferred before hanging up:
Press the CO or ICM button whose indicator is flashing slowly to retrieve the call, then repeat the procedure of Call Transfer.
Paging

Paging All Extensions

Allows paging to all extensions.
The page can only be heard from proprietary telephone. (For example, KX-T30820, KX-T30830 or KX-T30850)

To Access

- LIFT THE HANDSET
- DIAL "34"
- CONFORMATION TONE OF 1 BEEP WILL BE HEARD
- PAGE
- WAIT FOR AN ANSWER AND TALK
- Page will be heard from built-in speaker.

Paging Group

Allows paging to either of two groups.
The page can only be heard from proprietary telephone. (For example, KX-T30820, KX-T30830 or KX-T30850)

To Access

For Pickup Group 1

- LIFT THE HANDSET
- DIAL "35"
- CONFORMATION TONE OF 1 BEEP WILL BE HEARD
- PAGE
- WAIT FOR AN ANSWER AND TALK
- For Pickup Group 2:
  At step 2 above, dial 36 instead of 35.
  Page will be heard from built-in speaker.

If the dial tone (continuous tone) changes to reorder tone (intermittent tone) or a mistake is made, hang up and start again.
Paging-External

Allows access to external paging equipment.

**To Access**

- Lift the handset
- Dial "33"
- Confirmation tone
- Page will be heard from external paging equipment.

Paging And Transfer

**To Transfer a Call to the Paged Person**

- While having a conversation
- Press "TRANSFER"
- Dial "34"
- Confirmation tone
- You may dial 33 instead of 34.

Answer

A page from built-in speaker or external paging equipment can be answered from any extension.

- Lift the handset
- Dial "43"
- Confirmation tone
- Talk

- If a call and CO number has been paged and transferred, you may answer by pressing the CO button whose number has been paged and indicator is flashing slowly (red color), instead of dialing 43.
Use of Other Features

Background Music

Music from an external source (e.g. radio) can be listened to on the built-in speaker of the telephone.

- To Enable

LIFT THE HANDSET or PRESS "MONITOR"
DIAL "751#"

HANG UP OR PRESS "MONITOR"
WILL HEAR MUSIC

- To Cancel

LIFT THE HANDSET or PRESS "MONITOR"
DIAL "750#"

External Feature Access

Allows extension user to access features of the central office or host PBX. (e.g. CALL WAITING FEATURE can be supplied by Central Office.) The external feature (e.g. CALL WAITING FEATURE) can only be accessed when engaged on an outside call. The following example shows you one of the procedures.

- Call Waiting—Outside Line

WILL HEAR A CALL WAITING TONE
PRESS "FLASH"
CONSULT WITH THE NEW CALLER WHILE THE ORIGINAL CALL IS ON HOLD
PRESS "FLASH"
CONSULT WITH THE ORIGINAL CALLER WHILE THE 2ND CALL IS ON HOLD (If the calling party on hold hangs up, the line is terminated.)
- "Flash" can be stored into memory in the same way as "Storage" on page 11.
- You may access some features of host PBX using the FLASH button. If KX-T30810 is connected to host PBX and flash operation is required, follow the procedure of flash operation which is required in the host PBX.

One Touch Access for System Features

Features that can be accessed by using the Dialing button also can be programmed into memory (e.g. Paging All Extensions, Background Music.)

■ To Program

- Be sure the handset is in the cradle, the MONITOR button is off and a call is not reaching.
- Set the MEMORY switch of the KX-T30850 to "PROGRAM".

In this case, the MEMORY indicator will flash slowly.

Example:
Paging All Extensions (Dial 34)

![Diagram showing the steps to program](image)

- System feature described in the table on page 36 can be programmed into memory.
- After programming all the system features, return the MEMORY switch to "SET".

■ To Access

![Diagram showing the steps to access](image)
Use of Other Features (cont.)

Monitor Operation

During Monitor operation, the incoming voice can be monitored, but the outgoing voice will not be heard by the other party (this is mute operation).

■ For Monitor and Mute Operation

DIAL THE PHONE NUMBER WITH THE HANDSET ON-HOOK

or

While having a conversation using the handset;

MONITOR

PRESS "MONITOR"

■ The other party's voice will be heard through the MONITOR speaker.
■ Your voice will not be heard by the other party.

■ To Cancel Monitor and Mute Operation

When the handset is in the cradle:

LIFT THE HANDSET

■ You can talk to the other party through the handset.
If you press the MONITOR button instead of lifting the handset, the call will be terminated.

When the handset is being lifted:

MONITOR

PRESS "MONITOR"

■ 2-way conversations through the handset will be resumed.
Pulse/Tone Conversion

When the dialing mode is required to change a pulse mode to a tone mode in one dialing sequence, this feature is used. (e.g. computer-accessed long distance service)

- When you dial using this feature, you must use the line set to a pulse mode. Phone number after dialing “* #” will be changed to tone mode.

**Example:** (Computer-accessed long distance service)
- Local access telephone number of the alternate long distance service company 765-4321, Authorization no. 0123456, Long distance no. 543-210-9876
- Pulse mode is required by local access telephone number of the alternate long distance service company.
- Service of MCI, SPRINT, METRO or other systems is used.

<table>
<thead>
<tr>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
<th>8</th>
<th>9</th>
<th>0</th>
<th>*</th>
<th>#</th>
<th>PAUSE</th>
<th>PAUSE</th>
</tr>
</thead>
<tbody>
<tr>
<td>DIAL THE PHONE NUMBER</td>
<td>DIAL “* #”</td>
<td>DIAL THE PHONE NUMBER</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Pause time**
Pressing the PAUSE button once will provide a 3.5-second pause in the dialing sequence, and twice provide a 7-second pause.

Intercom Alerting Mode

“Voice alerting” (through built-in speaker) that is established at the called party’s extension, can be switched to “Tone alerting” (ringing). This feature is required to be set beforehand in the KX-T30810. For programming, see page 2-29 in INSTALLATION MANUAL.
Station Programming

Call Forwarding
Intercom or outside calls to your extension can be automatically forwarded to any extension within the system.

Setting
- Lift the handset or press "Monitor"
- Press PRS 7
- DIAL "71"
- DIAL the extension number to whom the call is forwarded
- DIAL "#"
- Hang up or press "Monitor"

To Cancel
- Lift the handset or press "Monitor"
- Press PRS 7
- DIAL "70#
- DIAL "70#
- Hang up or press "Monitor"

Data Line Security
This feature provides security when transmitting data through an extension of KX-T30810. The parallel connection of the KX-T30850 and a data terminal equipment is impossible.

Setting
- Lift the handset or press "Monitor"
- Press PRS 7
- DIAL "741#"
- Hang up or press "Monitor"

To Cancel
- Lift the handset or press "Monitor"
- Press PRS 7
- DIAL "740#
- Hang up or press "Monitor"
Dial Call Pickup Deny

Allows you to prohibit any other extension user from answering calls directed to you.

To Cancel

Do Not Disturb

Each extension can be individually programmed from receiving intercom or outside calls.
Station Programming (cont.)

Station Program Clear

Dialing (79#) will clear station programs on that extension.

LIFT THE HANDSET OR PRESS "MONITOR"

DIAL "79#"

HANG UP OR PRESS "MONITOR"

The following feature can be canceled.
- Dial Call Pickup Deny
- Do Not Disturb
- Background Music
- Call Forwarding
- Data Line Security
Example of Operation

To Place a Call on Hold, and to Make Another Call

Example (CO line):
- Call in progress .................. CO 1
- New call ......................... CO 2

Example (Intercom):
- Call in progress .................. on extension 12
- New call ......................... on extension 13

To Make a Call and Transfer a Called Party to Another Extension

Example:
- Call in progress .................. CO 1
- Extension to whom a call is transferred .. Extension 12
Example of Operation (cont.)

■ To Place One Call on Hold and Transfer the New Call to an Extension

Example:
Call in progress ........................................ CO 1
New call ................................................ CO 2
Extension to whom a call is transferred ....................... Extension 12

- PRESS “HOLD”
- PRESS “CO 2”
- MAKE OR RECEIVE A NEW CALL
- CONSULT WITH THE NEW CALLER WHILE THE CALL ON CO 1 IS ON HOLD
- PRESS “TRANSFER”
- DIAL THE EXTENSION NUMBER 12
- HANG UP

- CO 2 call is now transferred to extension 12.
- CO 1 call is still on hold.

■ To Place Three Calls on Hold, Transfer Two of the Calls to Extensions and Talk to Call on Hold

Example:
Call in progress ........................................ CO 1
New call ................................................ CO 2, CO 3
CO 1 is transferred to extension 14.
CO 2 is transferred to extension 15.

- PRESS “HOLD”
- PRESS “CO 2”
- MAKE OR RECEIVE A NEW CALL
- CONSULT WITH THE NEW CALLER WHILE THE CALL ON CO 1 IS ON HOLD
- PRESS "HOLD"
CO 3

PRESS "CO 3"

MAKE OR RECEIVE A NEW CALL

CONSULT WITH THE NEW CALLER WHILE THE CALL ON CO 2 IS ON HOLD

HOLD

PRESS "HOLD"

CO 1

PRESS "CO 1"

TRANSFER

CONSULT WITH THE CALLER ON CO 1 WHILE THE CALLER'S ON CO 2 AND CO 3 ARE ON HOLD

PRESS "TRANSFER"

DIAL THE EXTENSION NUMBER 14

CO 2

PRESS "CO 2"

TRANSFER

CONSULT WITH THE CALLER ON CO 2 WHILE THE CALLER ON CO 3 IS ON HOLD

PRESS "TRANSFER"

DIAL THE EXTENSION NUMBER 15

CO 3

PRESS "CO 3"

TALK

• The call on CO 1 is now transferred to extension 14.
• The call on CO 2 is now transferred to extension 15.
• The call on CO 3 is now returned into conversation.

You can transfer a desired call on CO to an extension in desired order regardless of order of placing on hold.
Busy Lamp Field

The indicators corresponding to the ICM (Intercom) and the CO buttons will indicate the status of the extensions.

**ICM indicator light**

<table>
<thead>
<tr>
<th>Light</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>off</td>
<td>idle</td>
</tr>
<tr>
<td>on</td>
<td>in use for intercom</td>
</tr>
<tr>
<td>slow flashing</td>
<td>on hold</td>
</tr>
<tr>
<td>flashing in groups of 2</td>
<td>on exclusive hold</td>
</tr>
<tr>
<td>quick flashing</td>
<td>receiving</td>
</tr>
</tbody>
</table>

**CO indicator light**

<table>
<thead>
<tr>
<th>Light</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>off</td>
<td>idle</td>
</tr>
<tr>
<td>on (green color)</td>
<td>in use</td>
</tr>
<tr>
<td>slow flashing (green color)</td>
<td>on hold</td>
</tr>
<tr>
<td>flashing in groups of 2 (green color)</td>
<td>on exclusive hold</td>
</tr>
<tr>
<td>on (red color)</td>
<td>in use at another extension</td>
</tr>
<tr>
<td>slow flashing (red color)</td>
<td>on hold at another extension</td>
</tr>
<tr>
<td>quick flashing (red color)</td>
<td>receiving</td>
</tr>
</tbody>
</table>

**MEMORY indicator lights during program mode**

<table>
<thead>
<tr>
<th>Light</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>slow flashing</td>
<td>•When the MEMORY switch is set to “PROGRAM”.</td>
</tr>
<tr>
<td></td>
<td>•When the MEMORY button is pressed after entering a phone number.</td>
</tr>
<tr>
<td>off</td>
<td>•When the PROGRAMMABLE FEATURE button is pressed to program a phone number.</td>
</tr>
<tr>
<td></td>
<td>•When the MEMORY switch is returned to “SET”.</td>
</tr>
</tbody>
</table>
# Table of System Features

The following system features can be programmed into memory.

<table>
<thead>
<tr>
<th>Dial Plan Code</th>
<th>System Features</th>
</tr>
</thead>
<tbody>
<tr>
<td>Extension no. (11 through 18)</td>
<td>Individual Inter Office Calling</td>
</tr>
<tr>
<td>DEF 3 1 or DEF 3 ABC 2</td>
<td>Calling Doorphone 1 or Doorphone 2</td>
</tr>
<tr>
<td>DEF 3 DEF 3</td>
<td>Paging-External</td>
</tr>
<tr>
<td>DEF 3 GHI 4</td>
<td>Paging All Extensions</td>
</tr>
<tr>
<td>DEF 3 JKL 5 or DEF 3 MNO 6</td>
<td>Paging Group 1 or 2</td>
</tr>
<tr>
<td>GHI 4 0</td>
<td>Dial Call Pickup</td>
</tr>
<tr>
<td>GHI 4 Extension no. (11 through 18)</td>
<td>Directed Call Pickup</td>
</tr>
<tr>
<td>GHI 4 DEF 3</td>
<td>Paging Answer</td>
</tr>
<tr>
<td>JKL 5 Extension no. (11 through 18)</td>
<td>Call Park Retrieve</td>
</tr>
<tr>
<td>MNO 6</td>
<td>Camp-on</td>
</tr>
<tr>
<td>PRS 7 0 #</td>
<td>Cancelling Call Forwarding or Do Not Disturb</td>
</tr>
<tr>
<td>PRS 7 1</td>
<td>Call Forwarding</td>
</tr>
<tr>
<td>Extension no. (11 through 18) #</td>
<td></td>
</tr>
<tr>
<td>PRS 7 1 1 0 #</td>
<td>Do Not Disturb</td>
</tr>
<tr>
<td>PRS 7 DEF 3 0 #</td>
<td>Cancelling Dial Call Pickup Deny</td>
</tr>
<tr>
<td>PRS 7 DEF 3 1 #</td>
<td>Dial Call Pickup Deny</td>
</tr>
<tr>
<td>PRS 7 JKL 0 #</td>
<td>Cancelling Background Music</td>
</tr>
<tr>
<td>PRS 7 JKL 5 1 #</td>
<td>Background Music</td>
</tr>
</tbody>
</table>
### Troubleshooting Guide

<table>
<thead>
<tr>
<th>Problem</th>
<th>Cause &amp; Remedy</th>
</tr>
</thead>
<tbody>
<tr>
<td>The unit does not ring.</td>
<td>Ringer Volume Selector is set to &quot;OFF&quot;. Set to &quot;HIGH&quot; or &quot;LOW&quot;.</td>
</tr>
<tr>
<td>The unit does not operate during power interruption.</td>
<td>This is normal. We recommend to use a standard telephone or KX-T30830 as an</td>
</tr>
<tr>
<td></td>
<td>extension 11, 12 or 13.</td>
</tr>
<tr>
<td>I have transferred a call to the different party by mistake.</td>
<td>Press the CO or ICM button whose indicator is flashing slowly to retrieve the</td>
</tr>
<tr>
<td></td>
<td>call, then repeat the procedure of Call Transfer.</td>
</tr>
<tr>
<td>I placed a call on hold and hung up once, then seized a line and tried</td>
<td>Retrieve a call once and place a call on exclusive hold again.</td>
</tr>
<tr>
<td>to place a call on exclusive hold, but I can not.</td>
<td></td>
</tr>
<tr>
<td>I can seize a CO line but cannot make a call.</td>
<td>The CO line which you used is set the Toll Restriction. We recommend to use</td>
</tr>
<tr>
<td></td>
<td>another CO line to which the Toll Restriction has not been setting.</td>
</tr>
</tbody>
</table>

---

**For your future reference**

<table>
<thead>
<tr>
<th>SERIAL NO. ______________________</th>
<th>DATE OF PURCHASE ______________</th>
</tr>
</thead>
<tbody>
<tr>
<td>(found on the bottom of the unit)</td>
<td></td>
</tr>
<tr>
<td>NAME OF DEALER</td>
<td></td>
</tr>
<tr>
<td>DEALER'S ADDRESS</td>
<td></td>
</tr>
</tbody>
</table>
Wall Mounting

This unit can be mounted on a wall phone plate.

To rotate the handset guide for wall mounting

1. Pull up in the direction of arrow A.
2. Set by rotating as shown.

Fig. 1

To temporarily place the handset down during a conversation, hook as shown.

Fig. 2

4. Mount the unit to the wall phone plate then seat securely by hooking as shown in Fig. 5.
5. Connect the cord to the telephone line jack.

Fig. 3

To mount the unit on a wall phone plate

1. Remove the rest by pulling in the direction of the arrow B while pushing the two snap tabs simultaneously in the direction of the arrow A, as shown in Fig. 3.
2. Insert the hooks of the rest into the hole of the unit then replace rest by pushing it in the direction of the arrow C, as shown in Fig. 4.
3. Connect the telephone cord to the unit.

Fig. 4

When you want to connect the unit to a wall phone plate using a short telephone cord, have a house-wiring installed by the telephone company or a qualified installer, purchase a short telephone cord of 4-conductor and connect the cord to a wall phone plate.
Limited Warranty

Panasonic Company, PHI or PSC will repair this product with new or rebuilt parts, free of charge, in the U.S.A. or Puerto Rico for one (1) year from the date of original purchase in the event of a defect in materials or workmanship.

Batteries (if included)—New rechargeable batteries in exchange for defective rechargeable batteries for ten (10) days from the date of original purchase. Non-rechargeable batteries are not warranted.

Carry-in or mail-in service in the continental U.S.A. can be obtained during the warranty period from a Matsushita Services Company (MSC) Factory Servicenter listed in the Servicenter Directory. Or call 1-800-447-4700, toll free, to locate an authorized MSC Servicenter. Carry-in or mail-in service in Puerto Rico or Hawaii can be obtained during the warranty period by calling the telephone numbers listed in the Servicenter Directory.

This warranty is extended only to the original purchaser. A purchase receipt or other proof of date of original purchase will be required before warranty performance is rendered.

This warranty only covers failures due to defects in materials or workmanship which occur during normal use. It does not cover damage which occurs in shipment or failures which are caused by products not supplied by Panasonic Company, PHI or PSC or failures which result from accident, misuse, abuse, neglect, mishandling, misapplication, alteration, faulty installation, modification, or service by anyone other than a MSC Factory Servicenter or authorized MSC Servicenter or damage that is attributable to acts of God.

LIMITS AND EXCLUSIONS

There are no express warranties except as listed above.

PANASONIC COMPANY, PHI AND PSC SHALL NOT BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES RESULTING FROM THE USE OF THIS PRODUCT, OR ARISING OUT OF ANY BREACH OF THIS WARRANTY.

ALL EXPRESS AND IMPLIED WARRANTIES, INCLUDING THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, ARE LIMITED TO THE APPLICABLE WARRANTY PERIOD SET FORTH ABOVE. Some states do not allow the exclusion or limitation of incidental or consequential damages, or limitations on how long an implied warranty lasts, so the above exclusions or limitations may not apply to you.

This warranty gives you specific legal rights and you may also have other rights which vary from state to state.

If a problem with this product develops during the warranty period, you may contact your dealer or Servicenter. If the problem is not handled to your satisfaction, then write to the Consumer Affairs Division at the company address indicated below.

Panasonic Company
Division of Matsushita Electric Corporation of America
One Panasonic Way, Secaucus, New Jersey 07094
Panasonic Hawaii, Inc. (“PHI”)
91-238 Kauhi St. Ewa Beach, Honolulu, Hawaii 96808-0774
Panasonic Sales Company (“PSC”),
Division of Matsushita Electric of Puerto Rico, Inc.
Ave. 65 De Infanteria, KM 9.7 Victoria Industrial Park, Carolina, Puerto Rico 00630

Printed in Japan

PQQX5390ZA F0287K2067
**Others**

- If there is any trouble, disconnect the unit from the extension line and connect a known working phone. If the known working phone operates properly, have it repaired by one of the specified Panasonic Factory Service Centers. If the known working telephone does not operate properly, check the Electronic Modular Switching System (KX-T30810).

- Keep the unit away from heating appliances and electrical noise generating devices such as fluorescent lamps and motors.

- The unit should be kept free of dust, moisture and vibration, and should not be exposed to direct sunlight.

- Do not use benzine, thinner, or the like, or any abrasive powder to clean the cabinet. Wipe it with a soft cloth.

**WARNING:**

TO PREVENT FIRE OR SHOCK HAZARD, DO NOT EXPOSE THIS PRODUCT TO RAIN OR ANY TYPE OF MOISTURE.

Do not use any handset other than Panasonic handset for model KX-T30850 use.

"This equipment has been tested and found to comply with the limits for a Class B computing device in accordance with the specifications set forth in Subpart J of Part 15 of the FCC Rules. If this equipment does cause interference to radio or television reception which can be determined by turning the equipment on and off, use the equipment in another location and/or utilize an electrical outlet different from that used by the receiver."

---

**Important Information**

This telephone does not provide magnetic coupling to hearing aids.

FCC rules prohibit the use of non-hearing aid-compatible telephones in the following locations or applications:

1. All public or semipublic coin-operated or credit card telephones.
2. Elevators, highways and tunnels (automobile, subway, railroad or pedestrian) where a person with impaired hearing might be isolated in an emergency.
3. Places where telephones are specifically installed to alert emergency authorities such as fire, police or medical assistance personnel.
4. Hospital rooms, residential health care facilities, convalescent homes, and prisons.
5. Workstations for hearing impaired personnel.
6. Hotel, motel, apartment lobbies; in stores where telephones are used by patrons to order merchandise; in public transportation terminals where telephones are used to call taxis, or to reserve lodging or rental automobiles.
7. Hotel and motel rooms. (At least ten percent of the rooms must contain hearing aid-compatible telephones; or contain jacks for plug-in hearing aid-compatible telephones which will be provided to hearing impaired customers upon request.)

---

General Information
Accessory Order Information

- Replacement parts and accessories are available through your local authorized parts distributor.
- For the authorized distributors in your area, call toll free: 1-800-447-4700.

<table>
<thead>
<tr>
<th>Part No.</th>
<th>Picture</th>
<th>Description</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>KX-J07G</td>
<td></td>
<td>Handset cord</td>
<td>7 feet</td>
</tr>
<tr>
<td>KX-J15G</td>
<td></td>
<td></td>
<td>15 feet</td>
</tr>
<tr>
<td>KX-J25G</td>
<td></td>
<td></td>
<td>25 feet</td>
</tr>
</tbody>
</table>

Servicenter Directory

To locate an Authorized Servicenter in Your Area within the Continental U.S.A.

**DIAL TOLL FREE: 1-800-447-4700**

24 Hours a Day, 7 Days a Week

Requests for assistance in obtaining repairs or technical information...contact any one of the following Service Administration offices:

**EASTERN**
50 Meadowland Parkway
Secaucus, NJ 07094
201-348-7460

**MIDWEST**
425 East Algonquin Road
Arlington Heights, IL 60005
312-981-4842

**WESTERN**
8550 Katella Avenue
Cypress, CA 90630
714-995-7438

**SOUTHERN**
1854 Shackleford Court,
Suite 105
Norcross, GA 30093
404-925-5850

Correspondence requesting product information should be sent to:
Panasonic Consumer Affairs, Matsushita Services Company, Division of Matsushita Electric Corporation of America, 50 Meadowland Parkway, Secaucus, NJ 07094

Service in Puerto Rico
**MATSUSHITA ELECTRIC OF PUERTO RICO, INC.**
Panasonic Sales Company
Factory Servicenter
Calle Rosarito, Edif
D Ceramica Industrial Park
Carolina, Puerto Rico 00630
809-750-5135, 809-750-5235

Service in Hawaii
**PANASONIC HAWAII, INC.**
91-238 Kaulai Street, Ewa Beach
P.O. Box 774
Honolulu, Hawaii 96808-0774
808-692-1521

Service in the Continental U.S.A. ...
Factory Servicenters

1575 NORTHSIDE DRIVE
SUITE 325
ATLANTA, GA 30318
(404) 351-8978

MATSUSHITA SERVICES COMPANY
Division of Matsushita Electric Corporation of America
50 Meadowland Parkway, Secaucus, New Jersey 07094