



"LIVE" TELEPHONE
TAS
ANSWERING SERVICE



works for you
around the clock

"LIVE" TELEPHONE
TAS
ANSWERING SERVICE



how it can help you
in answering your telephone,
whenever it is not convenient
for you to do so...

- ☐ One or more inexpensive extensions of your office or residence lines are run to a Telephone Answering Service bureau.
- They can answer your telephone for you whenever you wish, 24 hours a day.
- The Answering Service will answer your calls with the name of your company, your office, or in any way you wish.
- You may even list a separate "if-no-answer" number in your telephone directory or on your literature, terminating at the Answering Service.

WHAT IT WILL DO FOR YOU

- ☐ Give your callers any message.
 - A standard message for all callers, if you wish.
 - Or a special message for each caller, if that meets your needs better.
- Tell callers where you are, when you will return, where you may be reached.
- Your callers always get an answer — helps build good will and good-service reputation.
- ☐ Take callers' messages for you.
 - All calls, including emergency calls, receive the personal attention of a trained telephone secretary.
 - No need for watchman or attendant to take after-hours calls — may save personnel costs.
 - You never miss a call — or the business or valuable information that a call may bring.
 - You may telephone the Answering Service for your messages at any time convenient to you, or make special arrangements to meet your needs.
- ☐ Make calls for you.
 - Your telephone secretary at the Answering Service bureau can pass your instructions on to others — make, confirm or cancel appointments for you.

how it can help you
in "covering" your switch-
board after hours or any
other time you wish...

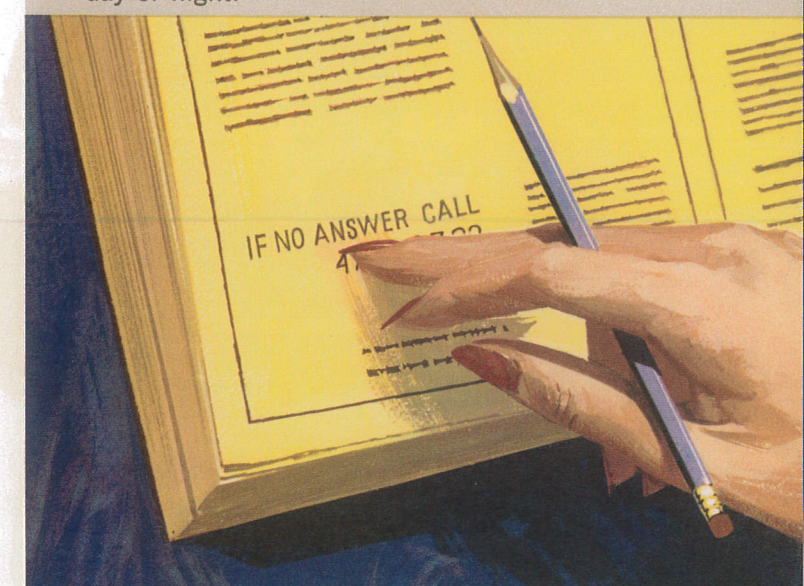
- ☐ One or more inexpensive lines are run from your office to a Telephone Answering Service bureau.
- They can answer your PBX switchboard for you whenever you wish, 24 hours a day.
- The Answering Service will answer your calls in the same way your own PBX operator does.

WHAT IT WILL DO FOR YOU

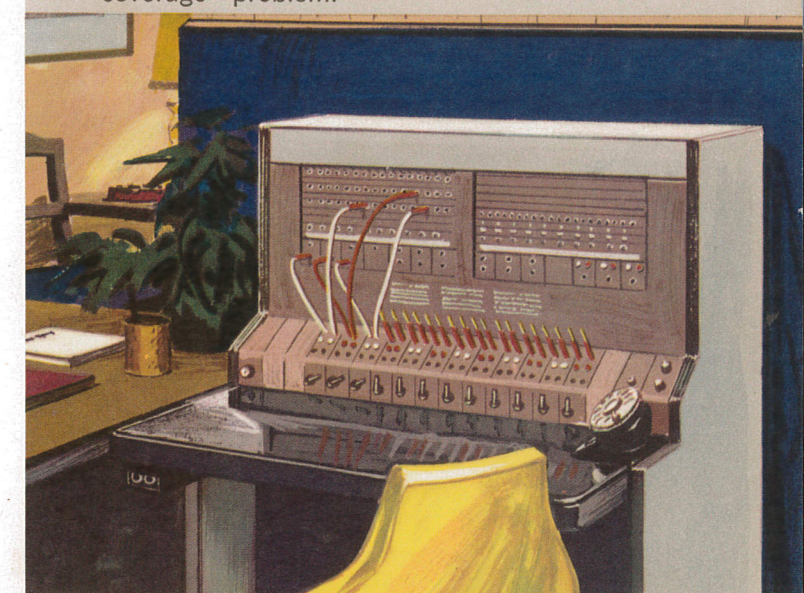
- ☐ Give your callers any message.
 - A standard message for all callers, if you wish.
 - Or a special message for each caller, if that meets your needs better.
- Your callers always get an answer — helps build good will and good-service reputation.
- ☐ Connect calling parties with persons called, right through your PBX, when desired.
- This optional feature keeps your key personnel available for contact at all times.
- ☐ Take callers' messages for you.
 - All calls, including emergency calls, receive the personal attention of a trained operator-secretary.
 - No need for watchman or attendant to take after-hours PBX calls — may save personnel costs.
 - You never miss a call — or the business or valuable information that a call may bring.
 - Your authorized personnel may telephone the Answering Service for your messages at any convenient time, or make special arrangements to suit your needs.
- ☐ Make calls for you.
 - Your telephone secretary at the Answering Service bureau can pass your instructions on to others — make, confirm or cancel appointments for you and your staff.



YOUR BUSINESS OR RESIDENCE TELEPHONE can be answered by a trained telephone secretary whenever it is not convenient for you to talk, any hour of day or night.



AN "IF-NO-ANSWER" LISTING in your telephone directory giving the number of a Telephone Answering Service may be the answer to your telephone "coverage" problem.



YOUR PBX SWITCHBOARD gets 24-hour coverage with after-hours answering service, even permits connection of calling parties and persons called, right through your PBX.

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a few of the
 many other services
 offered by
 some TAS bureaus...

- Provide after-hours emergency calling number for such untended services as automatic elevators, self-service laundromats, vending machines.
- Maintain a watch over meters that monitor such things as process control, signal output, etc., and dispatch technicians when trouble is spotted.
- Conduct high-volume telephone calling — surveys, research projects, even telephone selling.
- Offer centralized dictation facilities for business and professional people.
- Handle reservations for transportation, hotels and motels, supper clubs, restaurants and theatres.
- Function as night watchman's check-in number and sound alarm if he fails to call in on time.
- Provide residence telephone answering when family is away or at meals.
- Let workers know if they should report for work when weather or other conditions are questionable.
- Handle orders telephoned in response to newspaper, TV and radio advertising.
- Serve as a "phantom" branch office by providing both telephone answering and mailing address, making actual office unnecessary.

Your Bell Telephone Company
 does not own or operate any TAS bureaus.



BELL TELEPHONE SYSTEM

Look in the



TCI Library | www.telephonecollectors.info under "Telephone Answering Service."