

**To:** [REDACTED]  
**Cc:** Bella Klein  
**From:** Richard Kahn  
**Sent:** Mon 7/30/2018 5:25:14 PM  
**Subject:** Re: Your InterCall Conferencing Account Information

yes just wanted you both to have info..  
thanks

Richard Kahn  
HBRK Associates Inc.  
575 Lexington Avenue 4th Floor  
New York, NY 10022  
tel [REDACTED]  
fax [REDACTED]  
cell [REDACTED]

On Jul 30, 2018, at 11:28 AM, [REDACTED] wrote:

thanks Rich...looks like all the conference call details remain the same. I assume you just wanted me to know we renewed our account with InterCall....

On Jul 23, 2018, at 11:20 AM, Richard Kahn  
<[REDACTED]> wrote:

Richard Kahn  
HBRK Associates Inc.  
575 Lexington Avenue 4th Floor  
New York, NY 10022  
tel [REDACTED]  
fax [REDACTED]  
cell [REDACTED]

Begin forwarded message:

**From:** [conferencing@intercall.com](mailto:conferencing@intercall.com)  
**Subject:** Your InterCall Conferencing Account Information  
**Date:** July 21, 2018 at 4:04:16 PM EDT  
**To:** [REDACTED]

## Your Account Information

Richard Kahn2,

We're glad your company has chosen InterCall! This email has everything you need to get started with your services. The details listed below indicate the preferences that are currently set on your profile.

### Your Unified Meeting® Account Information

Unified Meeting User login: 4702629462

Unified Meeting password: M9200F5s

**Additional resources:**

Visit our [website](#) for more information, such as user guides, training, print your personal electronic wallet card and get technical support.

**Get started:**

1. To install Unified Meeting, click the [Get Started](#) link.
2. Follow the on-screen instructions. Enter your name and email address when prompted.
3. Once installed, schedule a meeting by clicking the [Schedule](#) link or start an instant meeting by clicking the [Start](#) link.

### Your Reservationless-Plus® Account Information

Toll-free dial-in number (U.S. and Canada):  
(877) 459-3454

International dial-in number:  
(574) 941-6124

Conference code:  
4702629462

Leader PIN:  
9275

**Dial-in Numbers for International Participants**

Have people joining from outside the country? View a complete list of [dial-in numbers](#).

**Additional resources:**

Go to <http://www.meetingconnect.net/rphelp> for more information, including a user guide and a list of phone commands.

**Get started:**

1. Provide participants the dial-in number and your conference code.
2. At the specified time, dial your conference code and the toll-free number, then enter your conference code.
3. When prompted, press \*, then #.
4. Your participants join the conference by entering the conference code and entering the conference code.

**Helpful Keypad Commands**

- \*0 Operator assistance – conference operator
- 00 Operator assistance – international operator
- \*1 Dial-out to a participant
- \*2 Begin/end conference recording
- \*3 Change entry/exit method (silence) – leader only
- \*4 Private roll call
- \*5/#5 Mute/unmute all participants
- \*6/#6 Mute/unmute your own line
- \*7/#7 Lock/unlock conference

### Connect on the Go with MobileMeet

Download our FREE mobile app, [MobileMeet](#), so you can take your meetings on the go!



- \*8 Allow/disallow conference
- \*9 Start/join sub-conference
- 11 Third-party conference call as leader
- \*51#/51 Lecture mode on/off
- #99 Disconnect all lines except
- \*# Participant count
- \*\* List available keypad commands

## Customer Service Information

### General Information

Owner name: Richard Kahn2

Company name: American Institute of Certified Public Accountants

Owner number: 9248622

Web PIN: 7410

Customer service: (800) 896-1204

### Your InterCall Online Account Information

Schedule and manage your meetings, update contact information, and more with InterCall Online.

To gain access, click the link below and finish setup.

**InterCall Online:** [Create New Username and Password](#)

### Make scheduling meetings easier

[Download Outlook® Plug-in »](#)

### Join meetings while on the road

[Download a Mobile App »](#)

### Have a question?

[Available Questions](#)

We look forward to serving your conference communication needs.

To update your account information or for technical support, call the customer service department at the number listed above.