

## Employee Contact Info

Bluehouse Group	
Main phone #:	(802) 434-7488
Fax #:	(802) 434-7490
Mailing Address:	65 Millet St., Suite 101 Richmond, VT 05477

Name	Ext.	Cell phone #	Home phone #	E-mail Address
Amy Potts	x	[BHG]: (802) 363-0442	(843) 352-7440	<a href="mailto:amy@bluehousegroup.com">amy@bluehousegroup.com</a>
Andrew Rousseau	19	(802) 395-1188	(802) 372-6838	<a href="mailto:andrew@bluehousegroup.com">andrew@bluehousegroup.com</a>
Chris Lewis	31	(802) 324-0963	-	<a href="mailto:chris@bluehousegroup.com">chris@bluehousegroup.com</a>
Greg Brand	18	(802) 363-1648	(802) 899-3730	<a href="mailto:greg@bluehousegroup.com">greg@bluehousegroup.com</a>
Jared Fullerton	10	(603) 236-9925	-	<a href="mailto:jared@bluehousegroup.com">jared@bluehousegroup.com</a>
<i>fwd voicemail to Jared</i>	20	-	-	-
Jen Eldred	21	(802) 318-0933	-	<a href="mailto:jen@bluehousegroup.com">jen@bluehousegroup.com</a>
<i>fwd voicemail to Jen</i>	10	-	-	-
Jim Tourville	34	(802) 488-0116	-	<a href="mailto:jim@bluehousegroup.com">jim@bluehousegroup.com</a>
Josh Turner	24	(802) 917-1374	-	<a href="mailto:josh@bluehousegroup.com">josh@bluehousegroup.com</a>
Michael Adams	x	(802) 338-7490	-	<a href="mailto:michael@bluehousegroup.com">michael@bluehousegroup.com</a>
Scott Connor	33	(443) 846-5909	-	<a href="mailto:scottconnor@bluehousegroup.com">scottconnor@bluehousegroup.com</a>
Scott MacEwan	19	(518) 332-0865	-	<a href="mailto:scott@bluehousegroup.com">scott@bluehousegroup.com</a>
Vicky Smith	27	(917) 568-1295	(802) 660-9867	<a href="mailto:vicky@bluehousegroup.com">vicky@bluehousegroup.com</a>
Zach Lincoln	26	(603) 762-3044	-	<a href="mailto:zach@bluehousegroup.com">zach@bluehousegroup.com</a>

*Note: The phone in the "Side Car" is  
ext. 29*

Landlord	Cell #	Home #	E-mail Address
Sid Miller	(802) 238-8702	(802) 985-9334	<a href="mailto:stm4@comcast.net">stm4@comcast.net</a>

<b>Green Mtn. Access:</b>
(888) 321-0815

<b>Restaurant Phone #s</b>
BSC: 434-2233
On the Rise: 434-7787
Richmond Mkt: 434-2519
Toscana: 434-3148

Internal Telephone "How To's"	
Transfer a call:	Press "Transfer" and the extension # (you can announce the call or just hang up)
Conference calling:	<ol style="list-style-type: none"> <li>1. Make or answer the first call, and put that caller on hold</li> <li>2. Make or answer the second call</li> <li>3. Press "Feature" 3</li> <li>4. Press the line button that the first caller is holding on</li> <li>5. All 3 parties are now connected</li> </ol>

Remote Voicemail Access
Call the main office number. If you get the main recorded greeting, press ** and then type in your mailbox # and password when prompted. If the attendant picks up at the front desk, have them transfer you to your voicemail before typing in ** and following the prompts.

*Updated 11.18.13*