

USER INSTRUCTIONS - HOTEL STANDARD LOCK

ABOUT THE LOCK

This lock requires a 3-8 digit code to open the lock. You can reset the code anytime the safe is open. You are provided with an emergency override key for this safe - do not keep the keys inside the safe.



How to open the safe for the first time

- Open your safe with the emergency key, follow the steps under 'How to open your safe with the emergency key'
- Once open, open the battery cover on the inside of the door
- Insert 4x AA batteries
- Keep the safe door open

How to program a code

- Open the safe door
- Press the reset button (This button is located on the inside of the safe door by the hinges)
- Enter a 3-8 digit code followed by the [#] key
- If the lock beeps twice the code is set, if the yellow light flashes and the lock beeps 3 times, the code has not been set. Try again

How to close the safe

- Ensure that the bolts are fully retracted (if necessary rotate the handle to retract the bolts)
- Gently push the door shut. Always ensure that there are no objects or people in the way of the closing door
- Turn the handle until the stop position is reached

How to open the safe

- Enter your 3-8 digit code followed by the [#] key
- Rotate the handle until the bolts are fully retracted
- Open the safe door

Incorrect Entry

- After 3 incorrect entries a warning beep will sound for 20 seconds. During this time no other code entries can be made
- When the beeps have stopped, try again

How to open the safe with the emergency key

- Remove the emergency key cover on the front of the key pad
- Insert the emergency key into the lock. The key will only fit into the lock in I position. Do not force the key
- Turn the key clockwise then rotate the handle until the bolts are fully retracted
- Open the safe door

How to set the master code

- The master code can open the safe if the user code is forgotten
- Open the safe door
- Press the key [0] twice
- Press the reset button (This button is located on the inside of the safe door by the hinges)
- Enter a 3-8 digit code for the master code followed by the [#] key
- If the lock beeps twice the code is set, if the yellow light flashes and the lock beeps 3 times, the code has not been set. Try again
- Test the code while the door is open

Current supply / Battery change

- This safe requires 4x AA batteries to operate
- The battery compartment is located on the inside of the safe door
- Burton Safes recommends Duracell