

# CODE CHANGING PROCEDURE

To change the code on this lock you will need to follow the instructions below very carefully, as any mistake may damage or cause the lock to malfunction.

1. Firstly, you will need to check that the original code is working.

2. Turn the keypad over and remove the 4 red screws.

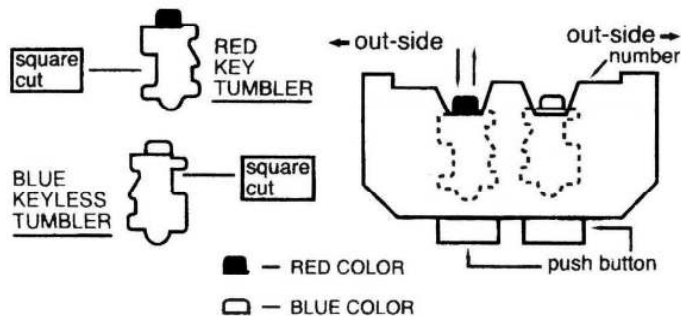
3. You will now be able to lift off the covering panel ( please be careful as there are 12 springs attached to this panel ).

Please note that the red tumblers will relate to the code printed on the card provided. Also note that the C tumbler is un coloured and is NOT to be removed.

4. To change your code you will now need to hold the keypad face down, Next depress & hold the C tumbler ( if this is not done you may damage some of the internal components.) Now using the tweezers provided, you can reposition the tumblers to the code you want ( red tumblers are coded and blue tumblers are un-coded).

Please ensure that the square cut-out on each tumbler is facing the outside of the lock body, also make sure that the coloured mark is facing upwards. If any one tumbler is upside down or the wrong way round the lock will not work and if forced will break the internal components.

Please note that the code must always start with a C.



5. Now replace the covering panel and hand tighten the 4 red screws.

6. The code has now been changed, please check to see that it is working correctly, also make a note of the code for future reference. Once satisfied that the lock is working as normal you are ready to fit/re-fit the lock.

## NOTES ABOUT THE CODE

You will have been provided with 4 spare tumblers ( 2 red and 2 blue ) these are to shorten or lengthen your code.

**N.B. Your code can be entered in any order or sequence e.g. 1234 or 4321 or 2431, there are over 1,000 different combinations available.**