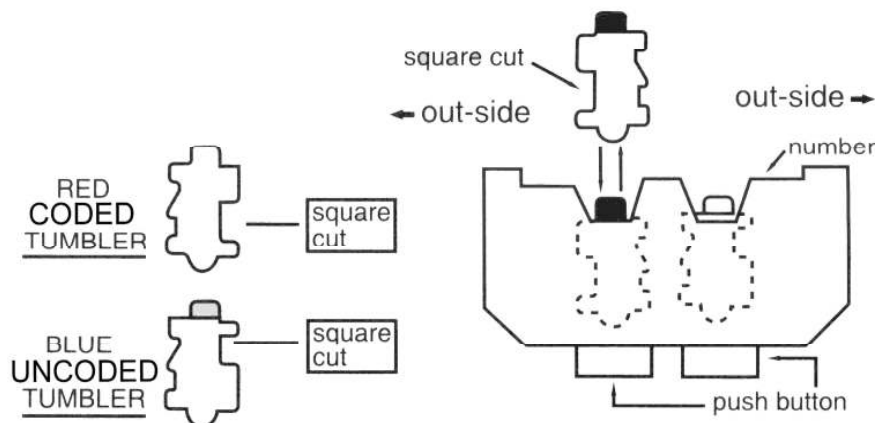


# HOW TO CHANGE YOUR CODE NUMBER

- 1) Remove the lock from the door.
- 2) Remove the 4 retaining screws from the back of the keypad. Take EXTRA care to keep the keypad on a flat surface, when you are removing the covering plate, because there are a lot of small components inside.
- 3) You will now see that there are 5 red coloured coded tumblers & 8 blue coloured uncoded tumblers plus 1 clear tumbler ( 'C' button).
- 4) To change your code, push the 'C' button down and hold it. You can then easily remove one or more of your coded & uncoded tumblers, using the tweezers supplied.
- 5) Please note you should NEVER remove the 'C' tumbler.
- 6) Please note the different shapes of tumblers, before reinserting them into the lock body. Firstly there is a difference in shape between the coded & uncoded tumblers, illustrated below, And secondly when refitting the tumblers into the lock body, they must be fitted facing the right way, again see the illustration below. (All square cutouts must face outwards)
- 7) After you have refitted the tumblers and made a note of the new code, please replace the metal plate with the 4 screws.
- 8) PLEASE NOTE. With the spare tumblers provided, you can either increase the number of digits in your code to 6 - 7 or reduce to 3 - 4.



If you experience any problems when fitting this lock or changing the code please contact the:

**BORG HELPLINE**  
**0800 44 88 377**