Quick Start Guide

1. Install battery into the lock. It must be a 9-volt Energizer® or Duracell® Alkaline battery.

2. Install the temporary spoke handle. (Note: handle not needed on single lever safes)

3. Opening the Safe for the 1st Time

Enter the Factory Code:
1-2-3-4-5-6

A beep will be heard after each number is pressed. A double beep will confirm the correct code entry.

4. Grasp the temporary spoke handle as shown and gently rotate clockwise.

5. Remove the temporary handle & add a drop of Handle Thread Lock to the ends of metal spokes and install.

6. Remove the “Door Lock Override Device” screw under the label with the provided allen wrench. (Note: Door Lock Override Device is not installed on all safes)

(Additional Instructions on the back)

Additional information about operating your Winchester Safe can be found in the Owner’s Manual or at www.winchestersafes.com
7. Program Your Combination – Electronic Lock

The following must be done with the door in the OPEN position with your locking bolts extended.

A. Please Note: Between each step you have 4 seconds to proceed to the next step.
B. Enter in 0-0-0-0-0-0 six (6) zeroes. (This will put you in programming mode. You will hear a double beep.)
C. Enter in your existing factory code 1-2-3-4-5-6 six (6) digit combination. (You will hear a double beep.)
D. Enter your new six (6) digit combination. (You will hear a double beep.)
E. Enter your new six (6) digit combination again. (You will hear a double beep.)
F. Wait approximately 10 seconds and then enter your new combination.
G. If the procedure was executed properly, you will be able to rotate the handle.
H. If the handle will not rotate and the safe will not open, the procedure was incorrectly executed and the combination is still 1-2-3-4-5-6. Leave the door open and start over with Step B.

7. Dialing the Mechanical Combination

(Combination Card can be found in the bag attached to the safe door)

A. Turn the dial left (counterclockwise), stopping when the first number (1x) comes to the Dialing Index Mark the 4th time.
B. Turn the dial right (clockwise), stopping when the second number (2x) comes to the Dialing Index Mark the 3rd time.
C. Turn the dial left (counterclockwise), stopping when the third number (3x) comes to the Dialing Index Mark the 2nd time.
D. Turn the dial slowly to the right until it comes to a complete stop, indicating the bolt has retracted.

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