The Combination for this safe was preset at the factory to 1-2-3-4-5-6. The combination can be changed to any six (6) digit combination of your choice.

**STEP 1: INSTALLING THE BATTERY**

The battery is located inside the keypad. To install the battery, find the battery cover pull tab located on the bottom of the keypad at the 6 o'clock position. Remove the Phillips head cover retaining screw. Pull on the tab to remove the cover and expose the battery compartment. Gently pull the battery connector and wires down. Attach a new 9-volt ALKALINE battery to the connector (ENERGIZER or DURACELL only). Push the battery and wires up into the compartment and re-install the cover and retaining screw. The lock is now powered and ready for use.

**STEP 2: OPENING THE DOOR FOR THE FIRST TIME**

- Enter the factory set combination 1-2-3-4-5-6
- Turn handle clockwise to open the safe

If entered correctly, you will hear one (1) beep after each entry and two (2) beeps after entering the last number. The two (2) beep sound is your indicator that you have entered the correct combination. If you hear three (3) beeps, you have incorrectly entered the preset combination of 1-2-3-4-5-6. Within five (5) seconds after entering your combination and getting the two (2) beep sound, turn the safe handle clockwise to retract the locking bolts and open the door. If the safe handle is not turned during the five (5) second window, the lock will automatically go back into the locked mode and you will have to reenter the combination.

**STEP 3: CHOOSING YOUR PERSONAL COMBINATION**

Choose a six 6-digit combination that only you know and can easily remember. Please take your time in choosing your combination, giving it the appropriate attention it deserves. Once you have chosen your personal combination, please write it in the spaces provided in the **SETTING YOUR PERSONAL COMBINATION** in Step 4 of these instructions.

**STEP 4: SETTING YOUR PERSONAL COMBINATION**

Follow the instructions in Step 2 to open the door. The door is to remain open until the **SETTING YOUR PERSONAL COMBINATION** process is finished. This will prevent a lockout condition if a mistake is made in the combination changing procedure.

The lock will beep two (2) times after each 6-digit entry, if entered correctly. Please note that after entering the next sequence of numbers, you have five (5) seconds or the lock will reject the combination change process and revert back to the original combination of 1-2-3-4-5-6 (if you are setting your combination for the first time).
STEP 4: SETTING YOUR PERSONAL COMBINATION (CONTINUED)

THE DOOR MUST BE OPEN AND THE LOCKING BOLTS EXTENDED

• Enter six (6) zeros: 0-0-0-0-0-0

• Enter the existing 6-digit combination: 1-2-3-4-5-6

• Enter your new 6-digit combination:
  _____ - _____ - _____ - _____ - _____ - _____

• Enter your new 6-digit combination:
  _____ - _____ - _____ - _____ - _____ - _____

Keeping the door open, enter your new combination. If it was programmed correctly, you will get two (2) beeps after entry and the handle will turn clockwise and retract the locking bolts.

If at any time in the combination changing procedure you hear three (3) beeps, you must start over at the beginning of Step 3 and repeat the entire procedure.

CHANGING YOUR PERSONAL COMBINATION IN THE FUTURE

You can reset your 6-digit combination at any time you choose. Please follow the SETTING YOUR PERSONAL COMBINATION instructions shown above. You will have to use your personal combination (rather than 1-2-3-4-5-6) as the existing combination. All other steps are the same.

LOW BATTERY POWER

Repeated beeping after the entry of your 6-digit combination indicates that the battery power is low. The safe may continue to open, but a new 9 Volt Alkaline Battery (Energizer or Duracell ONLY) should be installed immediately. Refer to INSTALLING THE BATTERY for installation instructions.

BATTERY IS DEAD AND YOU CAN NOT OPEN THE SAFE

First of all, don’t worry. Your combination is retained in the lock even if all power is lost. Simply install a new 9 Volt Alkaline Battery (Energizer or Duracell ONLY) by referring to the INSTALLING THE BATTERY for installation instructions. Once battery is installed, the lock will open normally.