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### Operating Manual for Digital Lock System



### TO INSTALL THE BATTERIES

- Turn Keypad slightly clockwise to expose the battery compartment underneath the code pad of the lock.
- Insert in four (4) quality AA batteries into the keypad and reinstall battery cover.
  Becautious not to damage the code pad cable during this process.

# HOW TO OPEN THE SAFE FOR THE FIRST TIME (Factory set code: 123456)

- STEP 1 Press the " \* " button ("CODE" on screen)
- STEP 2 Press in the factory set code (ex:1,2,3,4,5,6,)
- STEP 3 Press the " # " button ("OPEN" on screen)
- STEP 4 Lift the lever under the pull handle on the top draw to open the safe "\*,1,2,3,4,5,6,#"

### TO CHANGE THE MASTER CODE

# (Always perform this procedure with the door open and be sure to check your code before closing the safe door)

- STEP 1 Press the button (black / red) on the top draw inside door panel ("ENTEACD" on screen)
- STEP 2 Ener New personal code 4-8 digits long
- STEP 3 Press the " # " button ("SUCCESS" on screen)
- "M → New personal code → #"

### **BEFORE CLOSING THE SAFE DOOR**

Please kindly try the new personal code once again with the door open to make sure you new code has been accepted and is operational

## HOW TO SET AND CHANGE ADDITONAL USER CODES (up to 5 different user codes)

(NOTE: Master code is required to set additional user codes)

- STEP 1 Press the " \* " button ("CODE" on screen)
- STEP 2 Press the " # " button ("ENTERCD" on screen)
- STEP 3 Press in the master code
- STEP 4 Press the " # " button ("0-ChANGE" on screen)
- STEP 5 Press the number "1" button ("CN-1" on screen)



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- STEP 6 Press the user number you want to set or change user number 2 thru 5 are your options. ("ENTERCD" on screen)
- STEP 7 Press in the **new password** (must be 4-8 digits long)
- STEP 8 Press the " # " button ("RECODE" on screen)
- STEP 9 Press in the new password again
- STEP 10 Press the " # " button ("SUCCESS" on screen)
- " \* → # → Master code → # → 1 → press the number to set or change → new password → # → new password again → # "

#### TO DELETE A USER PASSWORD

- STEP 1 Press the " \* " button ("CODE" on screen)
- STEP 2 Press the " # " button ("ENTERCD" on screen)
- STEP 3 Press in the master code
- STEP 4 Press the " # " button ("0-CHANGE" on screen)
- STEP 5 Press the number " 2 " button ("DN-2345" on screen)
- STEP 6 Press the user number you want to delete 2-5 ("1-Y 0-N" on screen)
- STEP 7 Press the number " 1 " button to confirm you want to delete ("SUCCESS" on screen)

Note: If yo change your mind and decide you do not want to delete, you can press the number " 0 " button instead of the number 1 will cancel.

"\*>#>Master code > # >2> press number button to delete > " 1 "(delete) or " 0 " (cancel) "

### **HOW TO CHANGE DISPLAY MODE**

- STEP 1 Press the " \* " button ("CODE" on screen)
- STEP 2 Press the " # " button ("ENTERCD" on screen)
- STEP 3 Press in the master code
- STEP 4 Press the " # " button
- STEP 5 Press the number " 7 " button ("DSP HIDE" on screen)

Note:1) After pressing the number " 7 " button, all passwords will show as a "\*\*\*\*" on screen.

2) To change it back, repeat the same steps!

" \* → # → Master code → # → 7 "

### LOCK OUT MODE

If yoou put in the wrong code three times, the safe will go into "lock out mode." ("HOLD" on screen)

If this happens, leave the batteries in wait 3 minuts or until the locks stops beeping and then you can attempt to open again.

(If you remove the batteries while it is in " lock out mode ", the time will reset again when new batteries are inserted.)

### GENERAL PROBLEM SHOTTING

- 1. The numbers on screen may not be clear change batteries as per procedure on top of these instructions
- Entering correct code but lock is not responding -change batteries as per procedure on top of these instructions

For all other issues please contact your place of purchase or your local platinum safes distributor.

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