



## Operation Manual – Audit – Hotel

### IMPORTANT REMARKS

- For the purpose of security, please change the master code prior to use
- Please keep codes in a safe place. Do not use personal data like birthdays, telephone numbers...
- Please keep key in a safe place but not in the safe itself!
- If the safe will not be used for a long time, please take out batteries

### Batteries:

4x1,5V AA Alkaline batteries are included in the delivery.  
Always use batteries from a well-known brand.  
The batteries are placed in a battery box on the inside of the door.  
When the display shows BA-LO it's time to exchange the batteries.



### TO SET PERSONAL CODE:

The personal code could be changed with new code when locking the safe each time.  
Please input 4-6 digits new code and press "LOCK" to lock the safe.

### TO UNLOCK THE SAFE WITH PERSONAL CODE

Enter the correct personal code. The door will open automatically.  
Caution: Display will show "ERROR" when wrong code inputs. Four wrong code inputs consecutively puts the safe in secure mode.  
Display will show "HOLD15" In effect the keypad is inactive for 15 minutes, eliminating chances of unauthorized operations.

### TO OPEN THE SAFE WITH MASTER CODE

Enter the master code (pre-selected 0-0-0-0-0-0). The door will open automatically.

### TO SET MASTER CODE

Keep the door opened and unlocked.

1. Press key "Clear" twice the display will show "PROG", enter old master code (pre-selected "0-0-0-0-0-0") and press "LOCK", the display will show "NEW".
2. Enter your new master code of 6 digits and press "LOCK", the display will show "AGAIN".
3. Enter your new master code again, the display will show "DONE" indicates new master code changed successfully.

### TO OPEN THE SAFE WITH EMERGENCY KEY

Take off the cover of emergency key in the panel, insert the emergency key and turn clockwise 90°, display will show "nAnUAL". Open the door and turn the key anticlockwise 90°, press "LOCK" key and the bolts will be automatically retracted.

### TO REPLACE BATTERIES

If the voltage of batteries is deficient, the display will show "BA-LO" and batteries have to be replaced. Please look at the environmental standards.

### INSTALLATION

The product must be mounted by securing either the back or the bottom of the safe. You may select the expansion bolt when it is a concrete wall surface or select clamping bolt when it is a wooden wall surface.



## Operation Manual – Audit – Private

### IMPORTANT REMARKS

- For the purpose of security, please change the master code prior to use
- Please keep codes in a safe place. Do not use personal data like birthdays, telephone numbers...
- Please keep key in a safe place but not in the safe itself!
- If the safe will not be used for a long time, please take out batteries

### TO OPEN THE SAFE WITH PERSONAL CODE

Enter the correct personal code. The door will open automatically.

Caution: Display will show **"ERROR"** when wrong code inputs. Four wrong code inputs consecutively puts the safe in secure mode.

Display will show **"HOLD15"** In effect the keypad is inactive for 15 minutes, eliminating chances of unauthorized operations.

### TO SET PERSONAL CODE:

Keep the door opened and unlocked.

1. Press "Clear" twice the display shows **"PROG"**, input **"57"** and press **"LOCK"** the display will show **"NEW"**
2. Enter your new personal code and then press LOCK, the display will show **"AGAIN"**
3. Enter your new personal code again, the display will show **"DONE"** new personal code changed successfully. Press LOCK, the door will be locked.

### TO OPEN THE SAFE WITH MASTER CODE

Enter the MASTER CODE (pre-selected 0-0-0-0-0-0). The door will open automatically.

### TO SET MASTER CODE

Keep the door opened and unlocked.

1. Press key "Clear" twice the display will show **"PROG"**, enter old master code (pre-selected "0-0-0-0-0-0") and press **"LOCK"**, the display will show **"NEW"**.
2. Enter your new master code of 6 digits and press **"LOCK"**, the display will show **"AGAIN"**.
3. Enter your new master code again, the display will show **"DONE"** indicates new master code changed successfully.

### TO OPEN THE SAFE WITH EMERGENCY KEY

Take off the cover of emergency key in the panel, insert the emergency key and turn clockwise 90°, display will show **"nAnUAL"**. Open the door and turn the key anticlockwise 90°, press **"LOCK"** key and the bolts will be automatically retracted.

### TO REPLACE BATTERIES

If the voltage of batteries is deficient, the display will show **"BA-LO"** and batteries have to be replaced. Please look at the environmental standards.

### INSTALLATION

The product must be mounted by securing either the back or the bottom of the safe. You may select the expansion bolt when it is a concrete wall surface or select clamping bolt when it is a wooden wall surface.

## Operation Manual – Audit - Change version

### CHANGE VERSION:

Unlock the safe and keep the door open and unlocked.

Press key **"Clear"** twice quickly, the screen will appear **"PROG"**.

Enter programming code **"890757"** and press **LOCK**, the screen will be ready for setting program codes of the safe.

HOTEL: **172321**

PRIVATE: **172322**

Press **"LOCK"** three times.

Example: Clear > Clear > 890757 > LOCK > 172322 > LOCK > LOCK > LOCK to change to PRIVATE version.