The Residence Safe

US Patent D617974

Operating Instructions

Please follow the instructions below to operate the safe and change the pin number. The instructions are also on the top of the safe and on the back of the door.

To open the safe, enter the 4 digit pin number as supplied by the Housing Department followed by the "#" key. The display will show "opened", turn the knob clockwise and open the door. To lock the safe, push the door closed and turn the knob counterclockwise.

Room Number: **Safe Serial Number:**   **Pin Number:**

_____   _____   _____

MAKE SURE TO SET YOUR OWN PRIVATE PIN NUMBER

If you have any questions please contact your Housing Department.

Setting the lock

This lock is equipped with a 4-digit user code, a magnetic card reader and a 6-digit master code. In operation of this lock you can use the user code, or the magnetic card reader separately, or both functions together for added security in operation of this safe.

Set-up Instructions:

Type one digit and it will beep once plus it will display on the LED screen.
Press * to delete a digit.
The lock will go into a sleep mode if there is no activity for more than 20 seconds.

Setting Pin Code:

With the door open, press **1, then press the red button on the inside of door, the LED screen then reads "CODE", then input your own 4 digit code, then press #, the LED screen will read "GOOD". Your user code is set-up and the previous code is no longer active.
Example: **1 →red bottom →your new 4-digit code → #.   Then the screen will read "GOOD" and you are programmed.
Always test a new user code with the door open (Lock the lock with the door open). Make sure your code is correct before closing the door.

Set-up card reader:

With the door open, press **6, press the red button on the inside of the door, the LED screen reads "CARD", slide your card from top to bottom (with the magnetic strip facing to the right), if the screen reads "GOOD" your card is programmed. If the screen reads "AGAIN" slide your card again until it reads "GOOD". Most any card with a magnetic strip will work i.e. ATM card, credit card, driver's license, etc.
Example: Press **6 → red button → "CARD" → slide card → GOOD. You are programmed.
Always test a new card with the door open (Lock the lock with the door open). Never place your card inside the safe.

Set-up to use the user code and card reader together:

With the door open, press **0, then press the red button on the inside of the door, LED screen reads "CODE", input your 4-digit user code, press #, screen reads "CARD", then slide your card, if the screen reads "GOOD" you are set-up. If the screen reads again slide your card until it reads "GOOD".
Example: press **0 → red button → user code → # → slide card → GOOD. You are programmed.
Always test your new user code and card with the door open (Lock the lock with the door open). Make sure your code and card is working correctly before closing the door.

Operating the Lock

User code:

Input your 4-digit code then press #, the LED will read "OPEN" then "OPENED". Once it reads "OPENED" you have 5 seconds to turn the knob and open the door.
For added security, when in-putting your user code start by pressing * → user code → #. By pressing * first the LED screen will not display the numbers you are typing.
Example: Press * → enter 4-digit code → press # → then open.

Card Reader:

Press #, then screen will read "CARD", then slide your card from top to bottom (with the magnetic strip facing to the right). When the screen reads "OPEN" then "OPENED", you have 5 seconds to turn the knob and open the safe. If the screen reads "AGAIN" then swipe your card again until it reads "OPEN" then "OPENED".
Example: Press # → slide card → then open.

Using your user code and card reader together:

Input your 4-digit user code, press #, then screen reads "CARD", then slide your card from top to bottom, when screen reads "OPEN" then "OPENED", you have 5 seconds to turn the knob and open the safe. If the screen reads "AGAIN" then swipe your card again until it reads "OPEN" then "OPENED".
Example: Press * → enter 4-digit user code → # → slide card → then open.
Disclaimer: In this function your user code or card reader will not work separately only together.

When you enter the wrong code or use the wrong card you will read "E-CODE" (error code) that means the wrong code has been entered. If you enter the wrong code more than 3 times the lock will go into a lock-out for 5 minutes and do a count down on the minute that looks like this hold05, hold04, hold03, hold02, hold01. When the countdown has finished you can try again.

LOW BATTERY and BATTERY LOCATION: When the battery is getting low (4.5v) the LED screen will read "LO-BAT" which means the battery needs replacing immediately. The battery is located on the outside of the safe on the front of the lock at the bottom. To replace battery remove battery cover and replace with a single 9 volt Duracell battery.

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