# **Setting a New Code**

If necessary the factory set five digit code can be easily changed to a new four, five or six digit code of your choice.

# STEP 1:

# **SELECT YOUR NEW CODE:**

Use any combination of numbers or letters (0 to 9 XYZ) as a four, five or six digit code. EACH DIGIT CAN ONLY BE USED ONCE IN A CODE.

NOTE: BUTTON 'C' is used for clearing the code selector mechanism and CANNOT BE CHANGED.

# **EXAMPLES OF CODES**

FOUR DIGIT CODE - C 2347 FIVE DIGIT CODE - C 897YZ SIX DIGIT CODE - C 01349X

# STEP 2: PREPARE LOCK FOR RE-CODING: KEEP LOCK HORIZONTAL WHILE CHANGING CODE

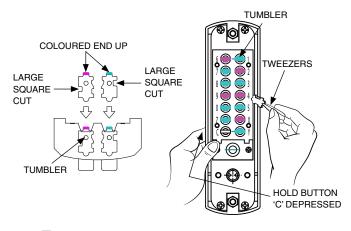
- (a) Remove adaptor plate. (where fitted)
- (b) Remove four red screws and carefully remove backplate.

# REMOVE ADAPTOR PLATE WHERE FITTED RED SCREWS

# STEP 3:

# **SETTING YOUR NEW CODE:**

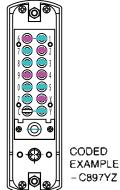
- (a) Hold button 'C' depressed on front face while repositioning tumblers.
- (b) Using tweezers supplied, reposition RED and BLUE tumblers as follows: RED TUMBLERS are located in holes corresponding to new code. Insert one red tumbler for each digit in the code. e.g. a four digit code requires four red tumblers. (Where necessary use spare tumblers from plastic wallet.) BLUE TUMBLERS are located in all remaining holes. INSERT TUMBLERS WITH COLOURED END UP AND LARGE SQUARE CUT-OUT FACING SIDE OF LOCK. EVERY HOLE MUST HAVE A TUMBLER FOR THE LOCK TO FUNCTION.
- (c) Release button 'C' after repositioning tumblers.



# **STEP 4:**

# TO RE-ASSEMBLE:

Replace backplate carefully and secure with four red screws. CHECK THAT LOCK FUNCTIONS CORRECTLY USING NEW CODE BEFORE INSTALLING ON DOOR. Retain tweezers, spare tumblers and instructions for future code changes.



ADDITIONAL KEYPAD TUMBLERS:

RED SPDX-42 BLUE SPDX-43