Combination Lock

**WARNING**
Avoid leaving door open and unattended; it will allow unauthorized individuals to reprogram the cabinet, gaining full access to the cabinet and contents.

**Setting Personal Combination**

1. Turn the number dials to the preset combination 0-0-0
   Note: Move number dials downwards for a smoother motion
2. The reset button is located inside the cabinet combination lock, next to the lock mechanism
3. Move the reset button to position B as shown in Picture 1
4. Turn the number dials to desired personal combination
5. Move the reset button to position A as shown in Picture 2

Note: Remember the personal combination code, this is the only code that will open the cabinet.

**Testing Personal Combination**

1. With cabinet door open turn number dials to random numbers
2. Twist the door knob, the knob will not move and will be locked in place
3. Turn number dials to personal combination, twist door knob, the knob will move and will be unlocked

**Using the Cabinet**

1. Turn number dials to personal combination
2. Twist and pull door knob to open the cabinet
3. Close and lock the cabinet
4. For security purposes turn number dials to random numbers

**Changing Personal Combination**

1. Open the cabinet by turning number dials to personal combination
2. Follow steps 2-5 in “Setting Personal Combination” and “Testing Personal Combination”

**Care and Maintenance**

DO NOT use chemicals or cleaning agents to clean the safe, if necessary use a dry duster or micro fiber cloth to remove any dust or smudges, Keep liquid and moisture away from the safe
DO NOT force open the safe it may be damaged
DO NOT over stuff the contents of the safe or you can damage the handle or the contents