GUARDALL SAFE AND LOCK

TEL. 1300 1 SAFES (1300 1 72337)

IT4000 OPERATING INSTRUCTION

1.   **TO OPEN AND CLOSE**

    a. Press " * " as start key always
    b. Enter combination code (4 – 8 Digits. Factory setting 0000)
    c. Press " # " to confirm
        EG – * – " 0, 0, 0, 0, 0, 0 " – #
    d. Green LED flashes & a series of beeps follows, accepting the
      code as correct
    e. When the incorrect code has been entered, the red LED flashes
      3 times along with 3 long beeps
    f. If the incorrect code has been entered 4 times, the keypad will
      shutdown(lock out) for 5 minutes. After the 5 minutes has
      passed the keypad will come back to life.

2.   **TO CHANGE COMBINATION CODE**

    ALWAYS CHANGE COMBINATION WITH DOOR OPEN

    a. Press "# " Button
    b. Enter current combination code
    c. Press "# " Button
    d. Enter New Combination Code
    e. Press "# " Button

    EG – "# " – 0, 0, 0, 0, 0, 0 – " # " – 1, 2, 3, 4, 5, 6 – " # "

3.   **TO CHANGE BATTERIES WHEN LOW**

    Rotate keypad in an anti-clockwise direction to unclip and hold in your hand. This will reveal 4 x AAA size batteries. Replace all 4 at one time using alkaline batteries. Turn and clip keypad back on and it will resort to normal function.

Note: Always have safe door in the open position when following the code changing procedure. Always double check the new code has entered correctly before locking the safe door.