

ABOUT CHANGING CODES . . .

All code changing procedures begin by pressing **S G *** (the same as **7 4 ***), followed by the existing six-digit master code and **#**. The lock immediately chirps five times (♪♪♪♪♪). If the lock emits a series of closely spaced chirps (almost a continuous tone) you have made a mistake and must start again. **Always keep the safe door open when making programming changes.**

TO CHANGE THE MASTER CODE (CODE #1) . . .

Press **S G *** () **#** ♪♪♪♪♪ **1 *** () **#** ♪♪♪ () **#** ♪♪♪
(7 4) existing master code new master code new master code

Whenever **#** is pressed, the lock chirps to acknowledge the entry. Wait for the chirps before proceeding. If a long series of closely spaced chirps (almost a continuous tone) sounds when **#** is pressed, the new master code will not be accepted—the old code is retained.

Note: It is very important to remember your master code. If it is lost, the manufacturer of your safe may be able to help you reset the lock. S&G does not retain any lock codes.

TO ENTER OR CHANGE A USER CODE (CODES #2—#9) . . .

Press **S G *** () **#** ♪♪♪♪♪ (user I.D.) ***** () **#** ♪♪♪ () **#** ♪♪♪
(7 4) existing master code new user code new user code

Whenever **#** is pressed, the lock chirps to acknowledge the entry. Wait for the chirps before proceeding. If a long series of closely spaced chirps (almost a continuous tone) sounds when **#** is pressed, the new code will not be accepted. Any existing user code remains.

For instance, if you want to enable the #2 user code (the first user code) to open the lock with a code of 4 4 6 6 3 3, you will use the following procedure.

Press **S G *** () **#** ♪♪♪♪♪ **2 *** 446633 **#** ♪♪♪ 446633 **#** ♪♪♪
(7 4) existing master code

This same procedure would change any existing #2 user code to 4-4-6-6-3-3.

TO DELETE A USER CODE . . .

You may find that a particular user code which you have enabled is no longer needed. It is a good security policy to remove any unneeded codes. To do so, follow this procedure.

Press **S G *** () **#** ♪♪♪♪♪ (user I.D. 2 through 9) ***** **#** ♪♪♪ **#** ♪♪♪
(7 4) existing master code

Whenever **#** is pressed, the lock chirps to acknowledge the entry. Wait for the chirps before proceeding. If a long series of closely spaced chirps (almost a continuous tone) sounds when **#** is pressed, the user code will not be deleted.

The 6120 lock will not allow you to inadvertently remove the master code.

SECURITY ADVISORY

If your lock is used many times a day (50 or more openings daily), it is advisable to use as many different keys as possible in your code number. Avoid using a key more than once whenever possible. Check the keypad frequently for visible wear which might indicate which keys are being pressed for code entry. Change the code to use different keys when wear is evident. If necessary, have a qualified service technician replace the keypad.