

## Keyguard KG/100



### GETTING STARTED.

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Please note that all Keyguard safes are supplied without a preset code. To open the Keyguard for the first time replicate the following steps:

1 . With the Keyguard in an upright position (As pictured) slide the button marked 'Clear' downwards and then release it allowing the button to return to its usual position.

2 . Firmly hold the fascia of the Keyguard and simultaneously slide the button marked 'Open' downwards. With the 'Open' button still pushed downward pull the fascia away from the safe body.

### SETTING YOUR OWN CODE.

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1. Place the fascia of the Keyguard face down on a firm surface.

2. Decide upon your new personal code, please be aware that you may only use each number once. (It is suggested that you select a 3-8-digit figure for your new code. It is very important that you remember this number.)

3. To set your code you will require a small flat-headed screwdriver. Observe that on the back of the Keyguard fascia there are ten slotted disks with arrows pointing upward. These disks are numbered and represent each of the ten available digits. Flip the safe cover face up and familiarise yourself with which disks represent which number.

4. Unscrew the small knob that holds the numbered metal plate in position. Now remove the plate from the fascia.

5. Using the screwdriver turn the disk that represents the first number in your code 180° so that the arrow now points downward. Repeat this step for each of the numbers in your code.

6. Replace the numbered metal plate and secure it in position with the turn knob.

7. Once you have input your code you should check that it has been correctly set. It is vital that you first check this with the Keyguard open. **DO NOT YET REPLACE THE FACIA!**

### CHECKING YOUR CODE.

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1. With the Keyguard fascia in an upright position slide the button marked 'Clear' downwards and then release it allowing the button to return to its usual position.

2. Input each digit of your personal code, one figure at a time. It does not matter which order you punch in your numbers. For instance if your code is 1-2-3 you can input your code as 3-2-1 or 3-1-2 and the Keyguard will still operate.

3. Once you have depressed the buttons for each number in your code the 'Open' button should slide easily downwards.

N.B. If any of the numbered buttons fail to depress after you have set your code then please ensure that they have been turned fully 180°.

4. Re-check that your code works two or three more times. If these tests are successful you can now place the Keyguard fascia into its position on the body.

### REPLACING THE FACIA.

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1. Start by resetting the lock by sliding down the clear button and releasing it.

2. Input your new personal code and depress the 'Open' button (Do not release the open button yet.).

3 . Note that on the lowest edge of the fascia there is an extended metal keep. Locate this keep into the shaped recess on the lowest inside surface of the Keyguard body.

4 . Push the fascia forward into position and release the 'Open' button. The Keyguard should now be shut.

### NORMAL KEYGUARD USE.

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Your Keyguard can now be operated using the techniques you have learnt so far. The following points should help clarify any final uncertainties.

1. During any operation of the Keyguard always begin by depressing the 'Clear' button.

2. To open first input your personal code and depress the 'Open' button, whilst simultaneously pulling the fascia towards you.

3. To close the Keyguard follow the steps described in the section 'Replacing the fascia'.

### CHANGING YOUR CODE.

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You may wish at some stage to alter the personal code you have set. You can change your code by following the steps below.

1. In the usual manner open your Keyguard and remove the fascia.

2. To change the code you will need a small flat-headed screwdriver. Now begin by placing the fascia face down.

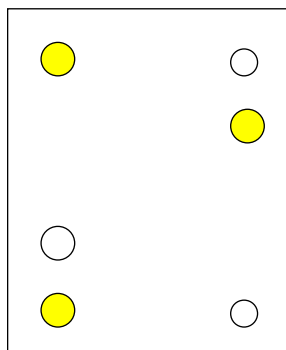
3. Unscrew the small knob that holds the numbered metal plate in position. Now remove the plate from the fascia.
4. Again note the arrows displayed on the slotted disks. Using the screwdriver return any of the disks used in the original code to their upright and neutral position.
5. Now carefully repeat all of the steps in the sections marked 'Setting your own code' and 'Checking your code'.

## **FITTING YOUR KEYGUARD.**

To fit your Keyguard you will need the following tools:

- 1 x Power Drill
- 1 x 5mm Masonry Drill Bit
- 1 x Cross Headed Screwdriver
- 1 x Lightweight Hammer
- 1 x Black Permanent Marker

1. The diagram below shows an internal view of the rear wall of your Keyguard. Three appropriate fixing screws have been supplied with your Keyguard and it is recommended that you use the three fixing points highlighted on the diagram.



2. Locate a sound piece of masonry or brickwork in the area where you wish to fix your Keyguard. It is suggested that you choose a site that is accessible yet one that is not too prominent. Remove the fascia from the Keyguard, position the body firmly against the wall and hold in place. Use the pen to make marks on the wall through the highlighted fixing holes.
3. Attach the 5mm bit to the power drill. Carefully drill a hole at each of the marked fixing points; each hole should be 50mm deep.
4. Position the Keyguard so that the fixing holes are aligned with the drilled cavities. By hand push the first screw and rawl cover into position. Repeat this with the two remaining fixings.
5. Locate the cross head of your screwdriver into the cross on your first fixing. Using the hammer gently tap the screw and rawl cover into the drilled cavity so that the rawl cover is fully inside the wall. Repeat this step with the two remaining screws.
6. Finally use the screwdriver to fully tighten all three fixing into position. You should find your Keyguard is firmly secured in position.

## **LIMITED WARRANTY.**

Keyguard Security Ltd, Brockholes, Holmfirth, HD9 7BN, Tel: 01484 663388, ("Keyguard") warrants the original buyer of its products for a period of 1 year after the date of purchase that the products are free from defects in workmanship and materials. This warranty does not cover forgotten or incorrectly set combinations. Keyguard will, without charge to the buyer, repair or replace, at its option, any defective product returned by the original buyer to Keyguard at the business address above within 1 year of purchase. The foregoing

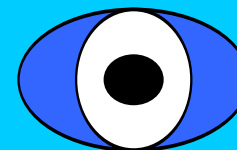
warranty does not cover damage caused by abuse or misuse. Keyguard does not warrant that this product cannot be broken into.

**IN NO EVENT WILL KEYGUARD BE LIABLE FOR LOSS OF USE, LOST PROFITS, THEFT, PROPERTY DAMAGE, OR SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES OF ANY SORT.**

In the event of product malfunction please contact Keyguard Security Ltd on 01484 663388.



## **Operating and Fixing Instructions**



Insight Medical Products Limited advocate safe working practices. Please take care when using power tools to fix this product into position.