TRACKER
SAFE

OWNER USE
AND
CARE MANUAL

MODELS:
DS141414-ESR
DS141414-DLG

DS201414-ESR
DS201414-DLG

DS302020DD-ESR
DS302020DD-DLG

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ATTENTION:
DO NOT STORE THIS MANUAL
IN YOUR SAFE

Serial Number:

_____

Combination:

_____

Mechanical Dial Lock:

If the safe is in the unlocked position the door will open by turning the handle clockwise until it stops. Then pull door open.

If safe is in the locked position then please follow the directions below:

Operating your Mechanical Dial Lock:

Important Notes:
- *Turn the dial slowly and evenly.*
- *Do not over rotate past a number. If an error is made, start from the beginning.*
- *Always view the dial straight on, not at an angle.*
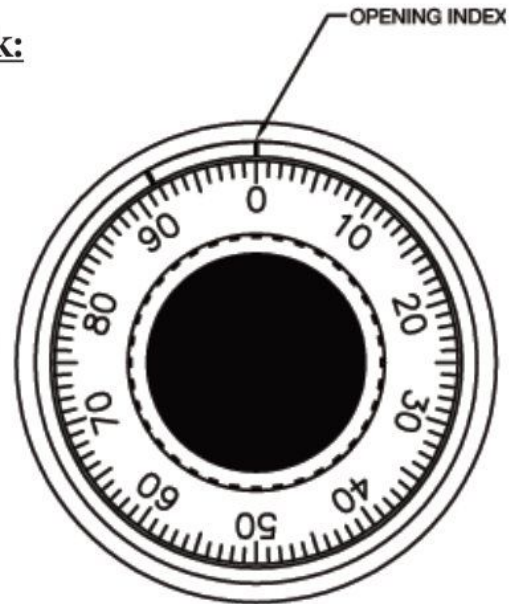
OPENING INDEX

Use the Opening Index located at the twelve o'clock position.

1) Turn the dial **LEFT**(counterclockwise), passing the first number in your combination three times. Then stop exactly on the number the **FOURTH** time around.

2) Turn the dial **RIGHT**(clockwise), passing your second number in the combination two times. Then stop exactly on the number the **THIRD** time around.

3) Turn the dial **LEFT**(counterclockwise), passing the last number in the combination one time. Then stop exactly on the number the **SECOND** time around.

4) Turn the dial **RIGHT**(clockwise) until the dial stops completely. Then turn the safe handle clockwise to open the door.

To lock the safe: Close the door. Turn the handle counterclockwise until it stops. Spin the dial FOUR complete turns either direction. Turn the safe handle to be sure the safe is locked.

To change the combination, you will need the existing combination and supplied "Change Key".

When selecting a combination choose three numbers from 0-99, <u>except the last number.</u> **NEVER select numbers between 0 and 20 as the <u>LAST</u> number of the combination. This is a "forbidden zone" and can cause the lock to malfunction.**

1. If your safe is locked, you must first open the safe door by dialing the existing combination on the **<u>OPENING index</u>**. See figure to right.

2) Open the safe door and locate the back cover to the door. Remove the screws holding the back cover on the door.

3) Next dial the existing combination, as previously described, using the **<u>CHANGING index</u>**. See figure above. STOP the dial on the third number of the combination.

4) Insert the Change Key into the key hole on lock. (See Figures below) If the Change Key does not go in easily, the wheels are not aligned for changing. Redial the existing combination on the CHANGING index.

5) Turn the Change Key to the RIGHT until it stops(approximately one-quarter turn), Leave the key in the lock. Select a new combination, for example 40-50-60.

6) For code 40-50-60, still using the CHANGING INDEX, turn the dial to the LEFT and pass "40" three times and stop exactly on "40" the fourth time aligning the number with the CHANGING index.
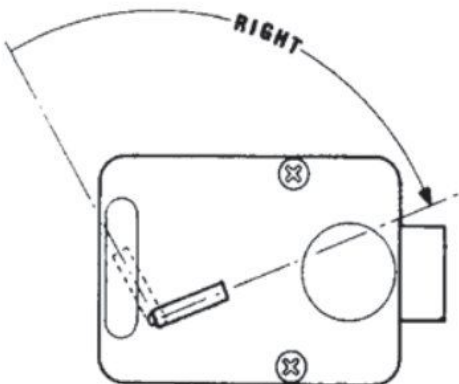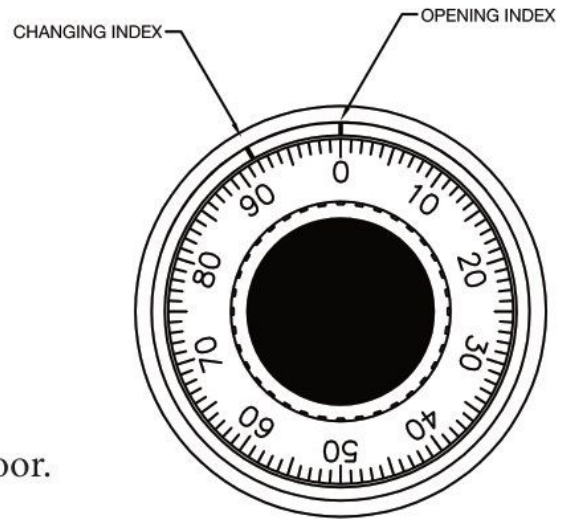
SEE NEXT PAGE FOR FINAL STEPS
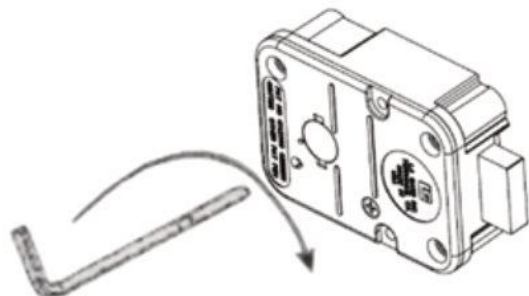
7) Turn the dial to the RIGHT and pass "50" two times and stop exactly on "50" the third time, aligning the number with the CHANGING index.

8) Turn the dial LEFT and pass "60" once and stop exactly on "60" the second time, aligning the number with the CHANGING index. Leave the dial on "60".

9) Hold the dial steady, turn the change key to the LEFT until it stops (approximately one-quarter turn counterclockwise) and REMOVE the key.

Test the new combination by dialing the new combination using the OPENING index, ALWAYS perform this test with the safe door open. Test several times before closing the safe door.

ELECTRONIC LOCK OPERATION

SecuRam™ Electronic Lock:

The Securam Lock has **TWO (2) Factory Codes** that allow access.

1) Manager Code: 1-1-1-1-1-1

2) User Code: 1-2-3-4-5-6

Manager Code controls the User Code. See Manager Functions on page 7.

OPENING YOUR SAFE FOR THE FIRST TIME

1) Turn the handle counterclockwise until it stops.
2) Enter the factory code 1-2-3-4-5-6. *Each key press is confirmed with a beep and LED flash to signal an input.*
3) The lock will confirm a vaild combination with two (2) beeps at the same time as two (2) LED flashes.
4) Within four (4) seconds, turn the handle clockwise until the handle stops.
5) Pull the door open.

Invalid Combination Entry will be confirmed by three (3) beeps at the same time as three (3) LED flashes.

CHANGING YOUR MANAGER OR USER CODE

WARNING: Always perform code change with the door OPEN and the bolts extended in the locked position.

1) With the door in the open position, enter "zero"(0) six(6) times.
2) Within four (4) seconds, enter the existing six (6) digit code ONE (1) time.
3) Within four (4) seconds, enter the NEW six (6) digit code TWO(2) times.
4) Test your new code several times before closing and locking the door.

Valid Code Entry: Two (2) Beeps at the same time as two (2) LED flashes after valid six(6) digit code is entered.

Invalid Code Entry: Three (3) Beeps at the same time as three (3) LED flashes and the old code is still valid.

If a mistake is made while programming the new code, wait thirty (30) seconds and repeat steps 1-3.

Disable User Code:

A) Enter Manager Code and hold down the last digit of the code. Two beeps will sound indicating a valid code entry. Continue to hold down this digit until two additional beeps sound. This indicates that the system is now in program mode.

B) Push button "2". Two beeps will sound, indicating that the system has disabled the User Code.

Enable a Disabled User Code:

A) Enter Manager Code and hold down the last digit of the code. Two beeps will sound indicating a valid code entry. Continue to hold down this digit until two additional beeps sound. This indicates that the system is now in program mode.

B) Push button "1". Two beeps will sound, indicating that the system has enabled the User Code.

Delete User Code:

A) Enter Manager Code and hold down the last digit of the code. Two beeps will sound indicating a valid code entry. Continue to hold down this digit until two additional beeps sound. This indicates that the system is now in program mode.

B) Push button "3". Two beeps will sound, indicating that the system has deleted the User Code.

Adding a User Code after it has been Deleted:

A) Enter Manager Code and hold down the last digit of the code. Two beeps will sound indicating a valid code entry. Continue to hold down this digit until two additional beeps sound. This indicates that the system is now in program mode.

B) Push button "1". Two beeps will sound, indicating that the system is ready to receive the new user code.

C) Enter a six digit code. One beep will sound.

D) Repeat the six digit code. One beep will sound, indicating that the six digit codes entered were the same and the addition of the User Code was successful. If three (3) beeps sound, the programming was unsucessful. Repeat process "A" through "D".

Wrong Try Lock Out Period:

Four (4) consecutive invalid combinations starts a five (5) minute lock out period. The LED light will flash red at ten (10) second intervals. At the end of the lock out period, two (2) more invalid combinations will restart the five (5) minute lock out period.

Low Battery Warning:

Repeated LED flashing and beeping during an opening indicates that the battery is low and needs immediate replacement.

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Replacing the Battery:

1) Gently slide the entire keypad up. You will feel it "pop" loose.

2) Carefully pull the keypad away from the safe. Take care of the wires.

3) Carefully disconnect the 9-volt battery from the terminals by unsnapping the terminal connector located on top of the battery. CAUTION: DO NOT PULL BATTERY LEADS/WIRES OUT OF THE HOUSING!

4) Connect a new 9-volt **alkaline** battery with a "use date" of at least 5 years in the future.

   (Recommended brands: Duracell™, Energizer™, Eveready™)

5) Push the battery and the wire leads completely into the compartment. CAUTION: BE VERY CAREFULL NOT TO PINCH THE BATTERY LEADS.

6) Carefully position the keypad over the two mounting screws and slide the keypad down until you feel a "pop". Be careful that there are no wires pinched between the keypad and the safe. CAUTION: BE CAREFUL NOT TO PINCH THE WIRES.

WARNING: *Safe must be bolted down. The safe presents a safety hazard unless bolted down.*

Your safe is equipped with 4 predrilled holes from the factory for securing the safe to a concrete floor. For wood floors, purchase anchors suited for your floor type and follow the anchor manufacturers directions for installation.

Step 1: Open your safe.

Step 2: Locate the bolt down hole caps located inside the safe on the floor and remove them.

Step 3: Place the safe in the exact location where you want it bolted down. Mark the floor through the holes in the bottom of the safe.

Step 4: Move the safe and drill four (4) three (3) inch deep holes in the concrete floor using a 3/8 inch masonry bit.
(Masonry bit not included)

Step 5: Vacuum out debris caused by newly drilled holes in the concrete.

Step 6: Insert the outer sleeve into the hole.

Step 7: Place the safe carefully on top of the holes.
(Note: Level the safe using shims. Shims not included.)

Step 8: From inside the safe, put the washer and the screw in hole and tighten until anchor is secured to the concrete.

USE, CARE, & MAINTENANCE CONTINUED

MANUAL DIAL LOCKS:
Once per year, have a certified lock technician service your lock.

ELECTRONIC LOCKS:
At least once a year, replace the battery with a 9-volt alkaline battery that has a "use date" of at least 5 years on it. When replacing the battery make sure to inspect the wires for signs of abuse like exposed wires or pinched wires. Also, make sure to keep the battery contacts clean of debris. (Recommend: Duracell™, Energizer™, Eveready™)

INTERNAL LOCKING MECHANISM:
The internal locking mechanism does not require maintenance. However, if there is a sudden change in feel or operation of the safe or lock, please contact a certified lock or safe technician for immediate service.

HINGES:
Once per year, lubricate the ball bearing hinges with a silicone spray.

CHROME LOCKING BOLTS:
We recommend lubricating the chrome locking bolts once a year with a little Vaseline or other petroleum based lubricant.